



Municipality of Princeton, NJ

Mayor and Council of Princeton

Meeting Agenda

400 Witherspoon St
Princeton, NJ 08540

Monday, October 27, 2025

7:00 PM

Main Council Chambers

I. JOIN MEETING - PLEASE CLICK LINK BELOW:

<https://us02web.zoom.us/j/81617353349>

Webinar ID: 816 1735 3349

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 Lenni 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. SWEARING IN CEREMONY-Matthew Solovay, Chief of Police

VII. ANNOUNCEMENTS/REPORTS

1. [0071](#) Chief of Police Monthly Report- September 2025

VIII. PRESENTATION

1. [0072](#) Project Update on Princeton Shopping Center-Ryan Leming, Vice President-Development & Construction, EDENS

IX. ORDINANCE INTRODUCTION

1. [ORD
25-17](#) An Ordinance by the Municipality of Princeton Regulating Parking and Amending Chapter 19 of the “Code of the Borough of Princeton, New Jersey, 1974” (Public Hearing: November 10, 2025)- Roll Call
2. [ORD
25-18](#) An Ordinance by the Municipality of Princeton Revising the Definition of “Minor Site Plan”; Modifying Certain Provisions Pertaining to Administrative Approvals and Zoning Permits; Updating the Checklist for Minor Site Plan Applications; and Amending the “Code of the Borough of Princeton, New Jersey, 1974” and the “Code of the Township of Princeton, New Jersey, 1968.” (Public Hearing: November 24, 2025)- Roll Call

X. RESOLUTIONS

1. [R-25-351](#) Resolution of the Mayor and Council of Princeton Approving Police Promotions for 2025
2. [R-25-352](#) Resolution of the Mayor and Council of Princeton Authorizing Execution of the Second Addendum to the Brickhouse Road Pump Station Maintenance Agreement Between Washington Oaks Homeowners Association, Inc. and Municipality of Princeton
3. [R-25-353](#) Resolution of the Mayor and Council of Princeton Approving an “Adopt-a-Park” Agreement with the Marquand Park Foundation pursuant to New Jersey’s Adopt-a-Park Law, N.J.S.A. 40:12-20 et seq.
4. [R-25-354](#) Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$54,250 to the Not to Exceed Amount for the Professional Services Agreement with Arcadis, U.S., Inc. for Hamilton Avenue Sanitary Sewer Replacement Engineering Design and Bid Phase Services for a New Not to Exceed Amount of \$463,920.00
5. [R-25-355](#) Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$36,900.00 to the Not to Exceed Amount for the Professional Services Agreement with WSP USA, Inc. for Engineering Services in Connection with the Design and Permitting of Rectangular Rapid Flashing Beacons at the Intersections of US Route 206 and Mansgrove Road and US Route 206 and Herrontown Road for a New Not to Exceed Amount of \$100,200.00 and Extending the Contract for the Length of Time Necessary for the Completion of the Actual Construction
6. [R-25-356](#) Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$62,000.00 to the Not to Exceed Amount for the Professional Services Agreement with Greenbaum, Rowe, Smith & Davis, LLP for Legal Services Related to Affordable Housing, Planning, and Redevelopment for a New Not to Exceed Amount of \$262,000.00

7. [R-25-357](#) Resolution of the Mayor and Council of Princeton Appointing Alternate Municipal Prosecutors for Calendar Year 2025
8. [R-25-358](#) Resolution of the Mayor and Council of Princeton Authorizing Change Order #1 to the Contract with A.N.A. Painting Corp. for Painting at 400 Witherspoon Street Utilizing Bergen County Cooperative Purchasing System Bid Contract #25-40 for an Increase of \$8,550.00 Resulting in a New Not to Exceed Contract Total of \$177,947.72
9. [R-25-359](#) Resolution of the Mayor and Council of Princeton Authorizing the Submission of a Substantial Amendment of the 2023 Community Development Block Grant Program Annual Action Plan
10. [R-25-360](#) Resolution of the Mayor and Council of Princeton Amending the Contract with VOIP Networks for Telephone Services utilizing Sourcewell National Cooperative Purchasing Contract #120122-MBS from \$44,266.58 to \$53,266.58 Due to a Pricing Error
11. [R-25-361](#) Resolution of the Mayor and Council of Princeton Authorizing and Amending Princeton Affordable Housing Program, Home Rehabilitation Loans 2025-3 and 2025-4 Not to Exceed \$19,990.00
12. [R-25-362](#) Resolution of the Mayor and Council of Princeton Authorizing an Amended License Agreement with Rider University
13. [R-25-363](#) Resolution of the Mayor and Council of Princeton Affirming Princeton's Race and Social Justice Work and Directing Municipal Departments to use Available Tools to Assist in the Elimination of Racial and Social Disparities Across Key Indicators of Success, Including Health, Criminal Justice, the Environment, Employment, and the Economy; and to Promote Equity Within Princeton and in the Delivery of Municipal Services

XI. CONSENT AGENDA

1. [R-25-364](#) Resolution of the Mayor and Council of Princeton Authorizing the Payment of Bills and Claims
2. [R-25-365](#) Resolution of the Mayor and Council of Princeton Authorizing Appointments to Boards, Commissions and Committees
3. [R-25-366](#) Resolution of the Mayor and Council of Princeton Authorizing Princeton Affordable Housing Program, Home Rehabilitation Loan 2025-3 Not to Exceed \$10,000.00
4. [R-25-367](#) Resolution of the Mayor and Council of Princeton Authorizing 2025 100% Exempt Disabled Veteran Property Tax for the Year 2025 On Block 7901 Lot 3

5. [R-25-368](#) Resolution of the Mayor and Council of Princeton Authorizing a Sewer Refund for Block-4701 Lot-28 for the Tax Year 2025 of \$1,434.80
6. [R-25-369](#) Resolution of the Mayor and Council of Princeton Authorizing Reimbursement of Qualified Private Communities for 2024 Services Pursuant to the New Jersey Municipal Services Act, N.J.S.A. 40:67-23.2 Et Seq.
7. [R-25-370](#) Resolution of the Mayor and Council of Princeton Authorizing Community Options, Inc. to Hold a Cupid's Chase 5K on Saturday, February 14, 2026

XII. PUBLIC COMMENTS 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. No immediate action will be taken on any public comment issue.

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.

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

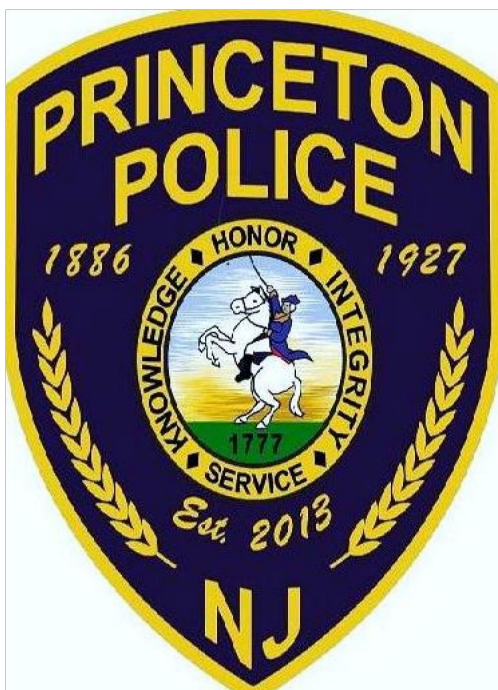
File #: 0071

Agenda Date: 10/27/2025

Agenda #: 1.

Chief of Police Monthly Report- September 2025

**PRINCETON POLICE
DEPARTMENT
CHIEF'S MONTHLY REPORT**



**SEPTEMBER
2025**

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Community Relations Bureau Monthly Report

September 2025

Activities to Note:

- ❖ Sgt. Navas conducted four school details.
- ❖ Sgt. Navas tested the panic alarms located at Witherspoon Hall and Monument Hall.
- ❖ Sgt. Navas installed a child safety seat.
- ❖ Sgt. Navas conducted an Community Policing at the Princeton Public Library where he received a tour of the library from their community engagement personnel.
- ❖ Sgt. Navas installed a lock at a residence for Operation Blue Angel.
- ❖ Lt. Thomas and Sgt. Navas met with the Principal of Johnson Park School to talk about the Walk & Wheels Wednesday event for 2026.
- ❖ Sgt. Navas met with a college student to answer questions for his Community Policing Research Project.

Princeton Police Department
Detective Bureau
Monthly Report –September 2025

Cases Assigned This Month	Open Investigations	Cases Closed This Month
36	14	22

Juvenile Report

Juvenile Petition	Station House Adjustment	Curb Side Warnings
2	1	0

Background Investigations

Solicitor	Firearms	PFARS	Communications	Megan's Law Registrations
1	6	0	3	0

Comparison

- Sept. 2025: 36 cases assigned
- Sept. 2024: 31 cases assigned
- YTD 2025: 378 cases assigned
- YTD: 2024: 435 cases assigned

Firearms

- September 2025: 6
- September 2024: 5
- Total YTD 2025: 66
- Total YTD 2024: 72
- Carry Permit September 2025: 1
- Carry Permit September 2024: 0
- Carry Permit Total YTD 2025: 8
- Carry Permit Total YTD 2024: 8

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>2025</u>	12	11	10	11	14	11	20	11	15				115
<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
<u>2020</u>	49	38	11	7	6	8	13	7	1	8	10	1	159
<u>2019</u>	33	20	35	33	25	26	32	30	33	30	27	30	354

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>2025</u>	2,971	3,135	3,116	3,688	3,401	3,311	3,285	3,130	3,302				29,339
<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
<u>2020</u>	4,163	4,388	2,627	1,753	1,773	2,063	2,229	2,358	2,059	2,502	1,971	1,870	29,756
<u>2019</u>	3,163	3,361	3,849	3,507	3,808	3,749	3,496	3,482	3,378	3,988	3,455	3,045	41,632

SEPTEMBER OFFENSES

	<u>SEPTEMBER</u> <u>2019</u>	<u>SEPTEMBER</u> <u>2020</u>	<u>SEPTEMBER</u> <u>2021</u>	<u>SEPTEMBER</u> <u>2022</u>	<u>SEPTEMBER</u> <u>2023</u>	<u>SEPTEMBER</u> <u>2024</u>	<u>SEPTEMBER</u> <u>2025</u>	<u>YTD</u> <u>2025</u>
Assault/Aggravated	0	0	0	1	0	0	1	6
Assault/Simple	2	0	4	3	5	3	8	25
Burglary	2	2	1	2	2	3	0	11
Burglary to Vehicle	1	5	7	1	3	0	0	15
Criminal Mischief	5	2	6	6	5	5	12	67
CDS Possession – Marijuana	7	0	1	1	0	0	1	2
CDS Possession – Heroin	0	0	0	0	0	0	0	2
DUI	3	0	4	0	1	5	1	28
Robbery	0	0	0	0	0	0	0	1
Sexual Assault	0	0	0	0	1	0	0	3
Theft	11	17	24	19	15	12	11	106
TOTAL	31	26	47	33	32	28	34	266

SEPTEMBER NON-CRIMINAL INCIDENTS

<u>NON-CRIMINAL INCIDENTS</u>	<u>SEPTEMBER 2019</u>	<u>SEPTEMBER 2020</u>	<u>SEPTEMBER 2021</u>	<u>SEPTEMBER 2022</u>	<u>SEPTEMBER 2023</u>	<u>SEPTEMBER 2024</u>	<u>SEPTEMBER 2025</u>	<u>YTD 2025</u>
Alarms Auto	1	0	0	0	1	0	0	1
Alarms Burglar	1	0	1	1	0	0	0	3
Alarms Commercial Burglar	23	17	31	17	12	25	12	180
Alarms Commercial Fire	38	26	23	50	35	36	36	266
Alarms Fire	2	1	3	2	4	1	0	5
Alarms Medical	3	9	20	10	5	14	4	106
Alarms Other	8	5	4	2	4	1	5	43
Alarms Panic	5	4	4	1	2	6	2	26
Alarms Residential Burglar	48	32	33	39	39	28	23	349
Alarms Residential Fire	23	22	15	16	20	24	28	197
Animal Complaints	40	41	48	40	31	19	17	182
Emotionally Disturbed Person	5	6	9	10	22	25	17	138
Fire (Other) Gas, Odor of Smoke	1	120	10	14	16	8	10	136
Fire Commercial	1	3	0	0	0	0	1	5
Fire Dwelling	0	0	0	0	0	0	2	5
Fire Vehicle	1	0	0	0	0	0	1	7
Firearms Applicant	0	13	2	16	5	5	4	57
Foot Patrol	86	123	78	109	56	41	66	795
Medical Call	187	113	181	199	215	201	204	1673
Missing Person	5	5	3	4	9	1	4	27
Motor Vehicle Stop	814	29	390	441	316	471	394	4237
MVC Involving Injury	16	7	10	7	7	11	8	70
MVC No Injury	66	34	48	48	51	49	62	448
MVC No Report	4	2	5	2	11	15	9	68
MVC With Bicycle	3	1	3	1	1	4	1	10
MVC With Deer	3	3	0	1	2	2	1	16
MVC With Pedestrian	2	0	1	0	0	1	1	17
Noise Complaint	30	29	20	31	39	25	23	152
School Crossing	169	0	201	159	92	18	6	116
School Detail	42	0	9	54	40	68	69	284
Urinating in Public	1	0	3	0	2	1	1	5
Non-Criminal – TOTAL	1,628	537	1,155	1,274	1,037	1100	1011	9624

SEPTEMBER SUMMONSES

<u>SUMMONS TYPE</u>	<u>September 2019</u>	<u>September 2020</u>	<u>September 2021</u>	<u>September 2022</u>	<u>September 2023</u>	<u>September 2024</u>	<u>September 2025</u>	<u>YTD 2025</u>
All Other (ordinances/moving)	154	21	78	62	55	148	75	894
Careless Driving	43	18	30	29	27	34	37	268
Cell Phone	8	1	2	3	1	6	1	37
Driving While Intoxicated	0	0	4	0	1	5	1	28
Driving While Suspended	40	0	5	8	20	8	9	96
Failure to Exhibit Documents	12	0	8	3	1	13	4	71
Failure to Inspect	22	2	7	8	5	7	8	77
Failure to Wear Seatbelt	17	0	2	3	1	2	2	17
Failure to Yield to Pedestrian in Crosswalk	12	0	9	5	1	4	2	14
Maintenance of Lamps	5	0	3	2	2	1	2	50
Speeding	196	6	83	31	25	35	34	261
Uninsured Motorist	6	1	8	6	4	3	6	47
Unlicensed Driver	16	1	0	8	5	11	8	66
Unregistered Vehicle	53	2	23	51	24	44	28	348
Total Summonses	579	52	262	219	172	321	217	2274

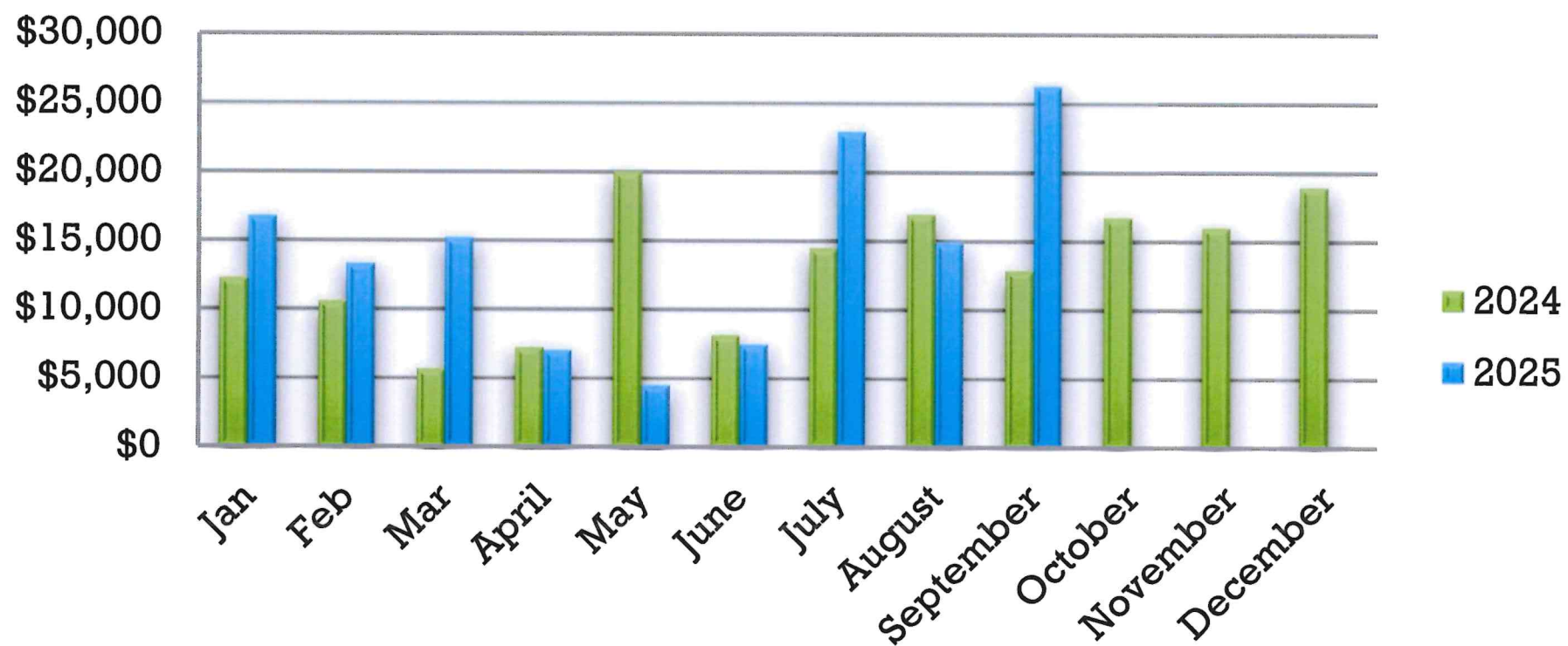
SEPTEMBER PARKING VIOLATIONS

<u>PARKING ORDINANCE</u>	<u>September 2019</u>	<u>September 2020</u>	<u>September 2021</u>	<u>September 2022</u>	<u>September 2023</u>	<u>September 2024</u>	<u>September 2025</u>	<u>YTD 2025</u>
Bus Zone	1	0	0	0	1	0	1	10
Loading Zone	37	59	33	41	28	50	71	793
Parking Within Designated Parking Stalls	21	15	22	22	11	11	21	229
No Parking Zones/Anytime	39	25	30	64	35	32	56	745
Park Between 2AM & 6AM 1hr Limit	176	0	0	0	295	234	78	781
Parking Limit 2 hrs. Between 8AM & 6PM	114	0	27	99	20	12	113	283
Park Between 2AM & 6AM in Municipal Yard	1	0	0	0	0	0	0	29
Meters	1607	1116	1676	1728	989	470	194	11,938
Meter Feeding	0	0	0	15	0	0	0	0
Parking in Handicap Space	2	1	0	0	0	2	2	25
All Others	61	20	91	67	111	137	244	1056
Total - Parking Violations	2,059	1236	1879	2036	1490	948	1780	15,889

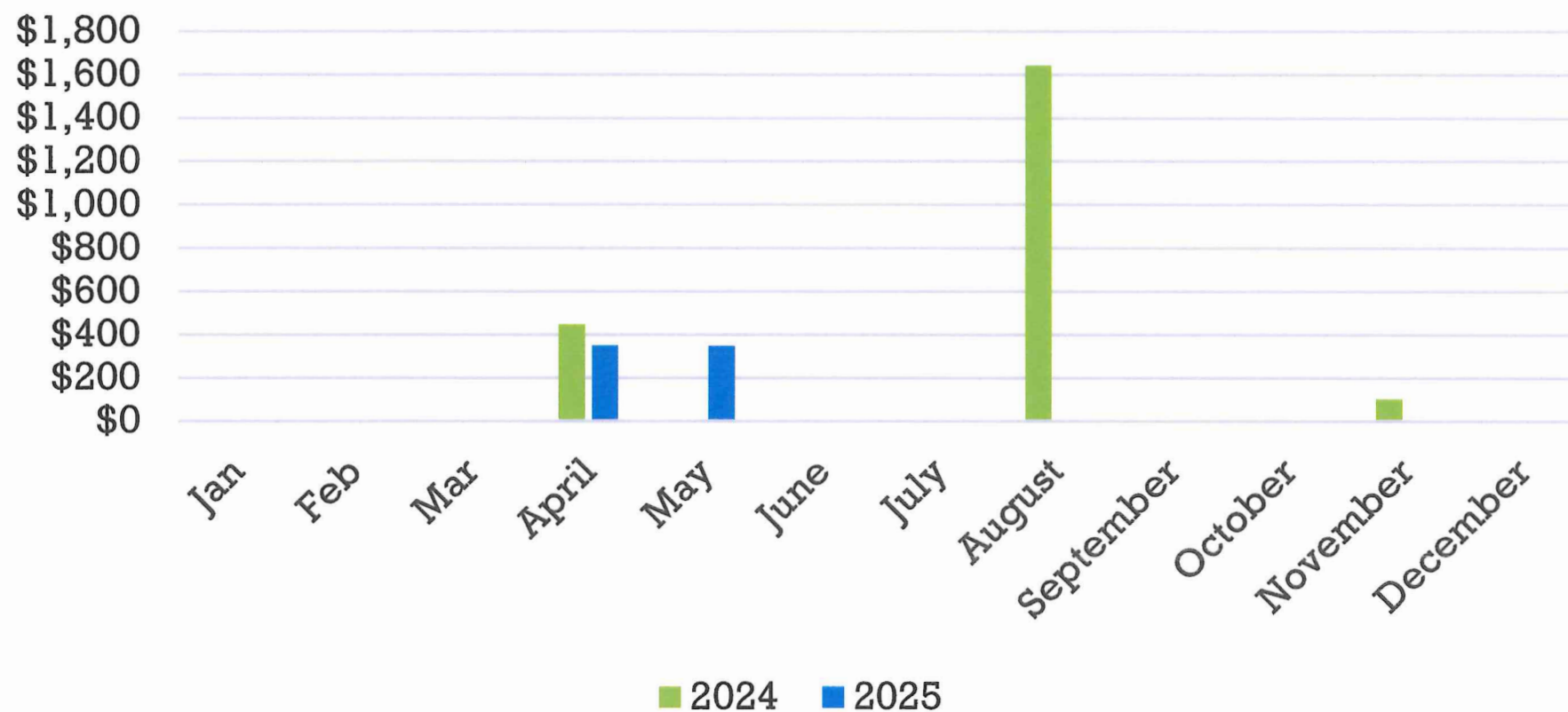
SEPTEMBER ORDINANCE VIOLATIONS

<u>ORDINANCE VIOLATION</u>	<u>September 2019</u>	<u>September 2020</u>	<u>September 2021</u>	<u>September 2022</u>	<u>September 2023</u>	<u>September 2024</u>	<u>September 2025</u>	<u>YTD 2025</u>
Bicycles/Skateboards Prohibited	0	0	0	0	0	0	0	5
Consumption of Alcohol in Park	0	0	0	0	0	0	0	0
Construction After Hours	0	0	0	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0	0	0	1
Disregard of Road Closure	1	0	0	0	0	0	0	0
Dog Without a Leash	0	0	0	0	0	0	0	0
False Alarm – 2 nd Offense	7	4	5	1	0	2	0	7
False Alarm – 3 rd Offense	3	0	2	0	0	2	0	1
False Alarm – 4 th Offense	3	0	0	0	0	0	0	0
False Alarm – 5 th Offense	0	1	0	0	0	0	0	0
Failure to Register Alarm	0	0	0	4	0	1	0	4
Failure to Remove Snow	0	0	0	0	0	0	0	0
Idling Vehicle	0	0	0	0	0	0	0	0
In Park After Hours	0	0	0	0	0	0	0	1
Left Turn Prohibited	4	0	0	0	0	0	0	2
Littering	3	0	0	0	0	0	0	0
Noise Complaint	0	0	0	0	0	0	0	0
No U-turn	0	0	0	0	0	0	0	0
Open Container	9	0	0	0	3	0	0	10
Other	0	0	0	0	0	0	0	5
Overweight Vehicle	23	0	2	5	0	3	0	4
Urinating in Public	1	0	3	0	2	0	1	2
TOTAL	53	5	12	10	5	8	1	42

Patrol Overtime



Detective Overtime





Princeton Police Department

1 Valley Road, Princeton, NJ 08540

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

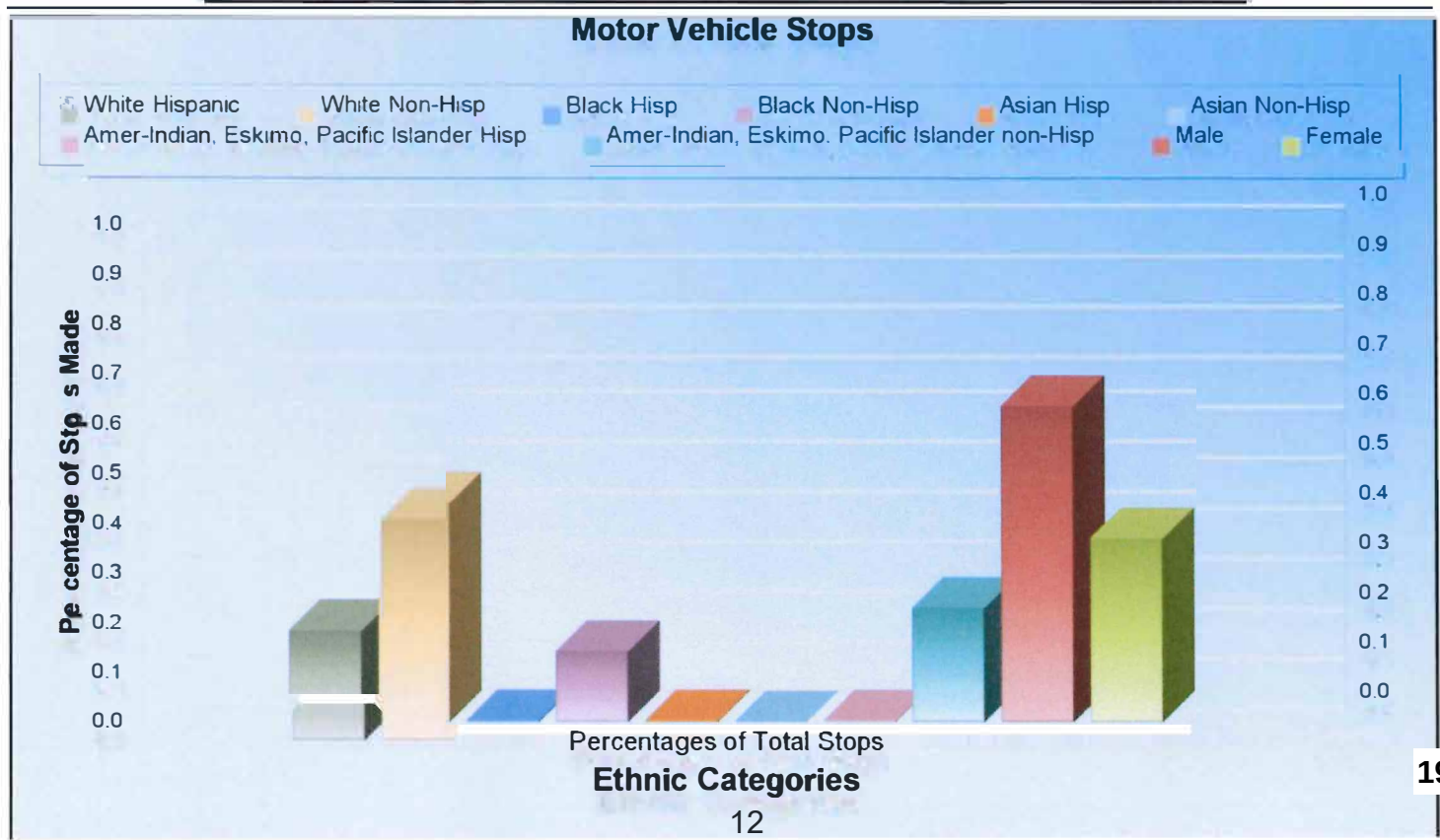
Gender & Ethnicity Report - MV Stops

Total MV Stops: 394

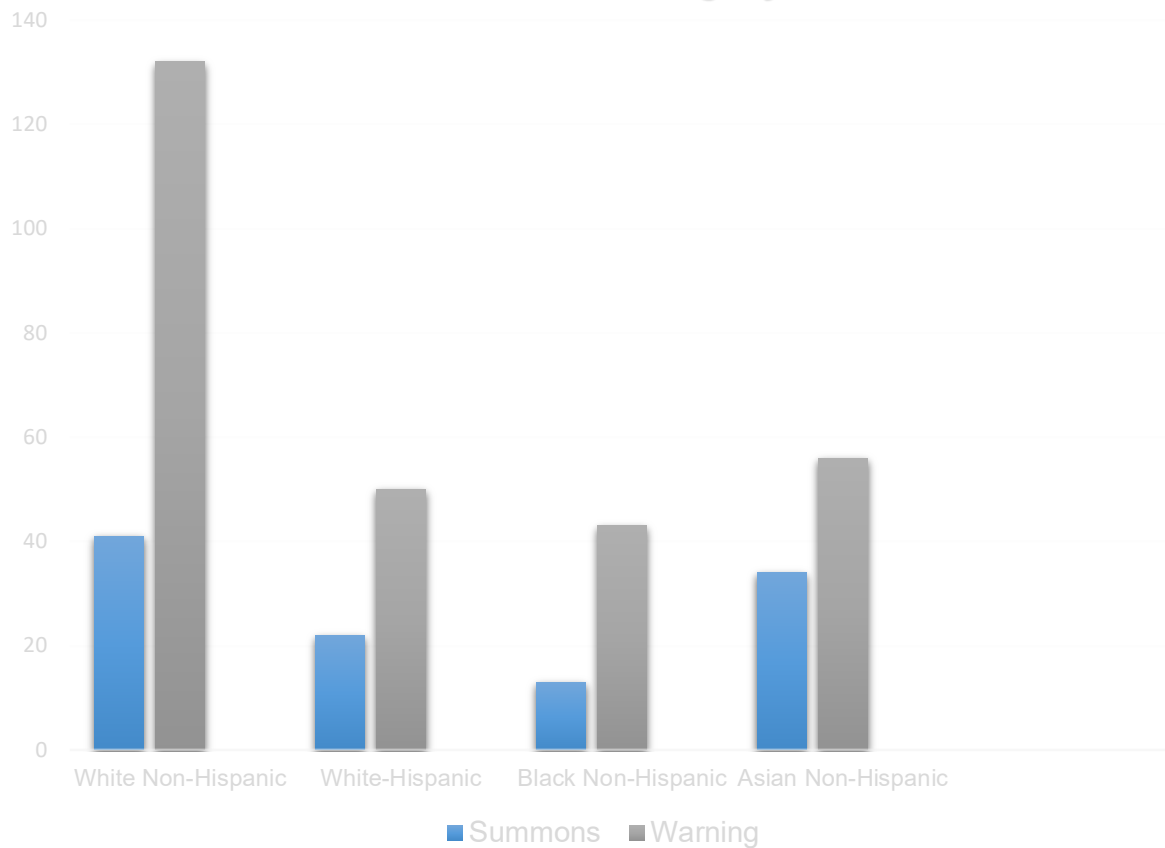


Gender / Ethnic breakdown shown in percentages of overall number of MV Stops

Race Code	Total #	Percentage
White Hisp.	72	18.27%
White Non Hisp.	173	43.91%
Black Hisp.	1	0.25%
Black Non-Hisp.	56	14.21%
Native Amer/Eskimo Hisp.	1	0.25%
Native Amer/Eskimo Non-Hisp	0	0.00%
Asian Hisp.	1	0.25%
Asian Non-Hisp	90	22.84%
Male	249	63.20%
Female	145	36.80%



SEPTEMBER 2025 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
SEPTEMBER YEAR-TO-DATE (2020 to 2025) MVC REPORT

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>		<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
VEHICLES INVOLVED	620	736	799	950	930	958	<u>ROAD CONDITIONS</u>						
							Dry:	286	358	389	436	433	456
INJURIES INVOLVED	65	72	71	95	82	78	Wet:	49	33	40	70	59	45
							Snow:	4	14	4	0	11	14
CRASHES WITH INJURIES	53	59	61	68	69	71	Ice:	1	1	8	1	4	3
							Other:	0	0	1	0	0	0
PROPERTY DAMAGE CRASHES	41	37	56	59	42	50	<u>TOTAL:</u>	340	406	442	507	507	518
							<u>CRASHES INVOLVING DEER</u>	20	17	15	12	17	16
							<u>SUMMONS ISSUED</u>	270	319	419	362	459	456
DAYLIGHT/DARKNESS							<u>CRASHES INVOLVING PEDESTRIANS</u>						
Daylight:	280	341	359	431	433	435	Injury:	7	11	5	3	11	17
Darkness:	60	65	83	76	74	83	Non-Injury:	0	1	0	1	0	0
Unknown:	0	0	0	0	0	0	Fatal:	0	1	0	0	0	0
TOTAL:	340	406	442	507	507	518	Other:	0	0	0	0	0	0
NUMBER OF CRASHES BY DAY							<u>CRASHES INVOLVING BICYCLISTS</u>						
Unknown:	0	0	0	0	0	0	Injury:	5	4	4	8	9	9
Monday:	55	56	53	83	60	84	Non-Injury:	0	2	0	1	3	0
Tuesday:	52	78	72	83	93	90	Fatal:	0	0	0	0	0	0
Wednesday:	57	57	84	71	80	81	Other:	0	0	0	0	0	0
Thursday:	41	60	83	101	89	74							
Friday:	61	65	68	88	78	100							
Saturday:	46	57	48	35	55	60	<u>CRASHES INVOLVING MOTORCYCLES</u>						
Sunday:	28	33	34	46	52	29	Injury:	0	1	2	2	1	4
TOTAL:	340	406	442	507	507	518	Non-Injury:	0	0	0	0	0	0
							Fatal:	0	0	0	0	0	0
							Other:	0	0	0	0	0	0
TIMES OF DAY													
0001 - 0100:	2	2	5	3	7	1							
0101 - 0200:	0	4	3	0	4	3	<u>FATAL CRASHES</u>	0	1	0	0	0	1
0201 - 0300:	2	0	6	3	2	2							
0301 - 0400:	1	0	0	0	1	0							
0401 - 0500:	1	1	0	2	1	4							
0501 - 0600	2	0	2	4	4	4	<u>PRIVATE PROPERTY LOCATIONS</u>	38	50	88	45	42	66
0601 - 0700:	6	1	5	7	7	6							
0701 - 0800:	20	15	20	15	23	22	<u>WEATHER CONDITIONS</u>						
0801 -0900:	24	17	30	37	38	32	Other:	2	38	3	0	2	1
0901 - 1000:	16	23	24	34	36	26	Snow:	4	13	10	2	71	14
1001 - 1100:	21	22	27	24	36	23	Rain:	28	20	22	52	40	30
1101 - 1200:	27	38	31	33	34	35	Clear:	306	335	407	453	294	473
1201 - 1300:	34	35	29	39	33	49	<u>TOTAL:</u>	340	406	442	507	507	518
1301 - 1400:	36	40	36	35	40	46							
1401 - 1500:	25	38	28	42	49	42							
1501 - 1600:	32	32	46	47	45	45							
1601 - 1700:	16	36	30	54	41	43							
1701 - 1800:	25	36	42	46	32	44							
1801 - 1900:	14	22	23	20	20	29							
1901 - 2000:	13	11	20	23	19	23							
2001 - 2100:	6	15	13	11	14	13							
2101 - 2200:	8	7	9	12	11	11							
2201 - 2300:	3	8	7	9	5	11							
2301 - 2400:	6	3	6	7	5	4							
Unknown:	0	0	0	0	0	0							
TOTAL:	340	406	442	507	507	518							

USE OF FORCE

2025

	<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	1	0	1	0	0	0	0	0	-				2
Persons against whom force was used	1	0	1	0	0	0	0	0	-				2
Total Number Officer use of Physical Force	4	0	3	0	0	0	0	0	-				7
Total Number Officer use of Mechanical Force	0	0	0	0	0	0	0	0	-				0
Total Officer Show of Force	2	0	0	0	0	0	0	2	-				4
Total Officer use of Deadly Force	0	0	0	0	0	0	0	0	-				0

January	25-00202 (UOF), 25-00466 (SOF)
February	-
March	25-06664 (UOF)
April	-
May	-
June	-
July	-
August	25-23108 (SOF)
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 #: 0072

Agenda Date: 10/27/2025

Agenda #: 1.

Project Update on Princeton Shopping Center-Ryan Leming, Vice President-Development & Construction,
EDENS



Princeton Shopping Center

Town Council
October 27, 2025



Current Site Plan



Walgreens & Building D



Avalon



North Harrison



North Harrison



Grover Park



Courtyard



Center Lawn



Playground



Clocktower Cabana

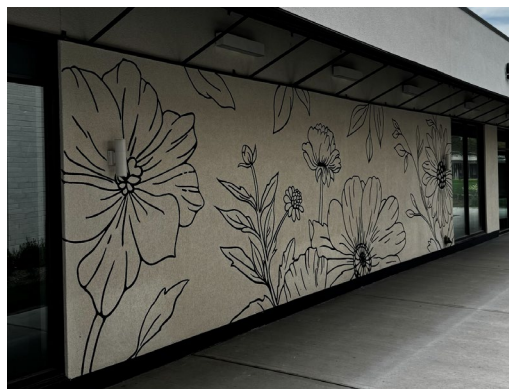
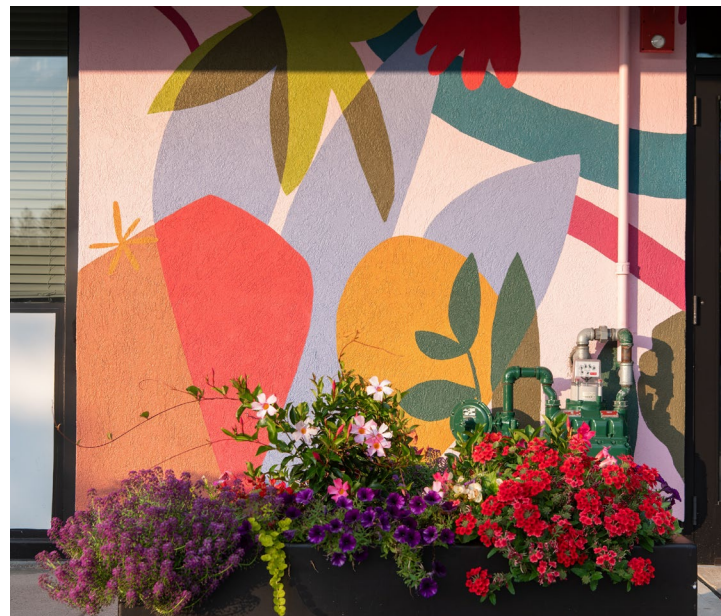
Before



After



Art



Events



Front Porch





Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: ORD 25-17

Agenda Date: 10/27/2025

Agenda #: 1.

An Ordinance by the Municipality of Princeton Regulating Parking and Amending Chapter 19 of the “Code of the Borough of Princeton, New Jersey, 1974” (Public Hearing: November 10, 2025)- Roll Call

ORDINANCE #2025-17

**An Ordinance by the Municipality of Princeton
Regulating Parking and Amending Chapter 19 of
the “Code of the Borough of Princeton, New
Jersey, 1974”**

WHEREAS, the Mayor and Council desire to improve certain roads in Princeton to accommodate bicycles; and

WHEREAS, the Princeton Master Plan has identified the need to develop its bicycle and pedestrian network to adhere to the “so-called Five C’s: Continuous, Connected, Convenient, Complete, and Comfortable”; and

WHEREAS, the National Association of City Transportation Officials (NACTO) has established an Urban Bikeway Design Guide that defines a hierarchy of bicycle facilities based on street typography and characteristics; and

WHEREAS, the Pedestrian and Bicycle Advisory Committee has developed and is updating a Bicycle Mobility Plan as part of the Princeton Master Plan that encompasses the NACTO guidelines; and

WHEREAS, providing a continuous, connected, convenient, complete, and comfortable bicycle network contributes to a safer environment that contributes to meeting the goals of Princeton’s Vision Zero Policy; and

WHEREAS, Advisory Bicycle Lanes (ABL) and ABLs that accommodate pedestrians as well as bicycles have proven to calm traffic and provide a safe environment for bicyclists and pedestrians; and

WHEREAS, Princeton’s Engineering Department has identified appropriate streets and roads that can accommodate ABLs provided parking is prohibited within the bicycle-pedestrian lanes.

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

Section 1. No parking zones amended. Section B19-22 of Chapter 19 of the “Code of the Borough of Princeton, New Jersey, 1974”, entitled “No Parking Zones,” is amended to add a portion of Armour Road to the streets upon which there shall be no parking, and as follows (new text is underlined thus; deleted text is in brackets [thus]).

Sec. B19-22 No Parking Zones.

(a) No parking at any time.

(1) Designated. No person shall park a vehicle at any time upon any of the following streets or parts thereof:

Armour Road, both sides, from County Road 604 (Elm Road) to
Campbelton Road

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 January 1, 2026.

Dawn M. Mount, Clerk

Hon. Mark Freda, Mayor

STATEMENT OF PURPOSE: The purpose of this ordinance is to amend Princeton's traffic regulations regarding parking prohibitions in the Borough Code, and specifically to prohibit Parking on both sides of Armour Road from County Road 604 (Elm Road) to Campbelton Road.



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: No Parking Ordinance for Armour Road
Date: October 21, 2025

Attached for Council's introduction at its October 27, 2025 meeting is an ordinance to amend Chapter 19 of the "Code of the Borough of Princeton, New Jersey, 1974" regarding No Parking Zones to prohibit parking on Armour Road.

Armour Road is a local residential street which runs parallel to US Route 206 (Stockton Street) between County Route 604 (Elm Road) and Campbellton Road. The Engineering Department has identified that Armour Road is an appropriate street to accommodate advisory bike lanes (ABLs) in support of a continuous, connected, convenient, complete, and comfortable bicycle network. To facilitate the creation of ABLs, on-street parking must be prohibited to allocate space to the ABLs. If adopted the prohibition will go into effect in 2026.

We appreciate Council's support of this recommendation and vote to introduce the no parking ordinance. Please contact me if you have questions.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: ORD 25-18

Agenda Date: 10/27/2025

Agenda #: 2.

An Ordinance by the Municipality of Princeton Revising the Definition of “Minor Site Plan”; Modifying Certain Provisions Pertaining to Administrative Approvals and Zoning Permits; Updating the Checklist for Minor Site Plan Applications; and Amending the “Code of the Borough of Princeton, New Jersey, 1974” and the “Code of the Township of Princeton, New Jersey, 1968.” (Public Hearing: November 24, 2025)- Roll Call

Ordinance #2025-18

AN ORDINANCE BY THE MUNICIPALITY OF PRINCETON REVISING THE DEFINITION OF “MINOR SITE PLAN”; MODIFYING CERTAIN PROVISIONS PERTAINING TO ADMINISTRATIVE APPROVALS AND ZONING PERMITS; UPDATING THE CHECKLIST FOR MINOR SITE PLAN APPLICATIONS; AND AMENDING THE “CODE OF THE BOROUGH OF PRINCETON, NEW JERSEY, 1974” AND THE “CODE OF THE TOWNSHIP OF PRINCETON, NEW JERSEY, 1968.”

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

Section 1. Definition of “minor site plan” in section T10B-2 of the “Code of the Township of Princeton, New Jersey, 1968” amended. The definition of “minor site plan” set forth in section T10B-2, “Definitions”, of the “Code of the Township of Princeton, New Jersey, 1968” (“Township Code”) is hereby amended to read as follows (new text is underlined thus; deleted text is in brackets [thus]):

MINOR SITE PLAN — A development of one or more lots, that: (a) [proposes new development within the scope of development specifically permitted by ordinance as a minor site plan] does not require the development of on-site stormwater management pursuant to section T10B-227.1 of this chapter, subdivision approval pursuant to section T10B-139, relief pursuant to N.J.S.A. 40:55D-51b, -70c or -70d, or conditional use approval pursuant to N.J.S.A. 40:55D-67; (b) does not involve planned development, any new street or extension of any off-tract improvement that is to be prorated pursuant to Section 30 of the Municipal Land Use Law (N.J.S.A. 40:55D-42), or development within a designated redevelopment area pursuant to an adopted redevelopment plan; and (c) contains the information reasonably required in order to make an informed determination as to whether the requirements established by this chapter [for approval of a minor site plan] in Article X, Division 2 have been met.

Section 2. Section 10B-206 of the Township Code pertaining to administrative approvals of certain types of development proposals. Section 10B-206, “Exemptions,” of the Township Code is hereby amended to read as follows (new text is underlined thus; deleted text is in brackets [thus]):

§ T10B-206 Exemptions.

The following are exempt from the requirements of this article:

- (a) Minor subdivisions.
- (b) Individual lot applications for detached one-dwelling unit or two-dwelling-unit buildings permitted as of right under applicable zoning regulations, and structures and uses incidental thereto; but this exemption shall not apply wherever three or more dwelling units are proposed to be constructed under common ownership or control on contiguous lots or on lots within the same subdivision under construction permit issued during the same period of 12 months beginning with the date of the first permit issued.
- (c) Any development proposal which is for a permitted use or an approved conditional use which the zoning officer and municipal engineer determine will have no detrimental impact, as measured by the criteria and standards set forth in section T10B-226, if the planning director concurs, provided that the development does not increase the degree of noncompliance or create a new noncompliance with respect to any bulk regulations set forth in this Chapter. The request for exemption shall be made by the filing of a classification application pursuant to the provisions of section T10B-207(a). If the development is found to be exempt under this paragraph, the zoning officer, municipal engineer, and planning director shall confirm this by placing the notation “exempt under section T10B-206(c)” on the submitted plan and by signing and filing the plan with the Planning Board. Any such exemption shall expire 12 months after its date of issuance unless within such period a construction permit has been obtained.
- (d) Any development proposal for which the municipality is the applicant.

- (e) The demolition of a detached one dwelling-unit or two dwelling-unit building which is not a part of a development project for which site plan approval is otherwise required.
- (f) Any building or use permitted as of right on a lot of 30 acres or more in the E-2 district in the former Borough consisting of 5,000 square feet of building area or less or a parking area of 10 or fewer parking spaces that are 150 feet or more distant from a public street.

Section 3. Section 10B-207.1 of the Township Code pertaining to Princeton's minor site plan application checklist amended. Section 10B-207.1, "Minor site plan checklist," of the Township Code is hereby amended to read as follows (new text is underlined thus; deleted text is in brackets [thus]):

§ T10B-207.1 Minor site plan checklist.

The following checklist is designed to inform applicants as to what is required in preparing minor site plans for board review. Applicants shall check off items to confirm that they are included as part of the submission. Checklist items omitted can result in the application being found incomplete and therefore delay consideration by the Board. Utilities, details, profiles, etc. may be shown on separate sheets. This checklist must be submitted with the application. Applications filed which include a waiver request for any of the checklist items, shall be accompanied by a written statement in support of each waiver request.

*The total number of copies to be submitted is dependent upon which board hears your application. This information can be found in the cover sheet of the application.

(a) General Requirements:

- (1.) Completed application form (original + five copies).
*Maximum number of copies required is 30.
- (2.) Complete site plan and architectural drawings signed and sealed by an appropriate professional pursuant to State licensing requirements (14 copies). Plans are not to exceed 24 inches by 36 inches and all sheets must be the same size.

All plans must be collated and folded. *Maximum number of copies required is 30.

(3.) Application and Escrow Fees. Separate checks are required.

(4.) Completed W-9 and escrow agreement.

(5.) Fire Protection Plan in accordance with municipal code Section T10B-109.1 through § T10B-109.4 (six copies). *Maximum number of copies required is 30.

a. Fire protection map (14 copies, *Maximum number of copies required is 30, indicating:

1. Existing and proposed hydrants.
2. Distances between hydrants.
3. Distances to nearest hydrant.
4. Water main location, size and location where supply is coming from.

b. Narrative containing information regarding the relevant fire protection sector as well as distances and spacing of fire hydrants (14 copies, *Maximum number of copies required is 30.) This information must also include:

1. Exposure distances.
2. Accessibility of fire hydrants.
3. Demonstrating that fire flows at nearby fire hydrants, meets or exceeds municipal standards.
4. Size and type of building construction.
5. Intended use and occupancy of building.
6. Fire protection practices.

(6.) Completed checklist (original + five copies). *Maximum number of copies required is 30.

(7.) Letter from the Tax Collector stating that all taxes and assessments are paid to date.

[(8.) If applicable, completed variance appeal form and/or conditional use form (original + five copies). *Maximum number of copies required is 30.]

(8[9].) Submission of historic preservation plan when the property is located in a historic district or historic buffer district, pursuant to municipal ordinances including:

- a. Photographs of the property in question and surrounding properties.
- b. Product specifications, where appropriate.
- c. Elevations and details for proposed new construction.
- d. Floor plans.
- e. Documentation sufficient to demonstrate how the proposed improvement appears in context.
- f. Archaeological and historic sites survey.
- g. Archaeological and historic sites construction protocol.
- h. Delineated historic protection area or pre-mapped historic preservation area.
- i. When available, historic photographs, maps, plot plans and other historic site documentation.
- j. Plot plan of property showing location of all existing and proposed structures, with relationship to surrounding buildings on adjoining properties, zoning setback, driveways(s), and existing and proposed utilities.

(9[10].) If the project involves affordable housing the following must be provided:

- a. Floor plans showing the location of low and moderate income units indicating whether the unit is a one-bedroom, two-bedroom or three-bedroom unit.
- b. A table listing the number of low and moderate income units, the size of the units and the number of bedrooms.

- c. For units proposed to be for sale, the affordable housing agreement, repayment mortgage and repayment mortgage note.
- d. For units proposed for rental, declaration of covenants, conditions and restrictions, and affordable housing agreement for rental properties.

{remainder of §T10B-207.1 unchanged}

Section 4. Section 10B-325 of the Township Code pertaining to issuance or denial of zoning permits amended. Section 10B-325 of the Township Code pertaining to the issuance or denial of zoning permits is hereby amended to read as follows (new text is underlined thus; deleted text is in brackets [thus]):

§ T10B-325. Issuance or denial; expiration; extensions; renewal.

- (a) The development enforcement officer, after receiving a complete and properly prepared request, shall issue a zoning permit if he finds that the proposed use and structure or parking lot complies with the provisions of this article and with other applicable provisions of this chapter and other ordinances of the municipality. Otherwise he shall deny the request.
- (b) Every zoning permit shall expire if the work authorized has not been commenced within 12 months after the date of issuance or has not been completed within two years from such date. The development enforcement officer may, for cause, authorize in writing one permit extension of 12 additional months for the commencement of the work and one permit extension of two additional years for the completion of work actually under way, upon the payment of the appropriate fee per section T10B-32; provided, that in the interim since the issuance of the permit, no zoning amendment or other code or regulation affecting the subject property shall have been enacted and that there is pending no published notice of a public hearing or other procedure directed toward such an amendment, code or regulation. When no further extension can be granted, application may be made for a new permit.

Section 5. Referral to Princeton Planning Board. A copy of this ordinance as amended shall be referred to the Princeton Planning Board for review pursuant to N.J.S.A. 40A:55D-26a.

Section 6. Repealer. Any article, section, paragraph, subsection, clause, or other provision of the Township Code or Borough Code inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency.

Section 7. Severability. If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

Section 8. Effective date. This ordinance shall take effect upon its passage and publication and filing with the Mercer County Planning Board, and as otherwise provided for by law.

Dawn M. Mount, RMC, Clerk

Hon. Mark Freda, Mayor

STATEMENT OF PURPOSE: The purpose of this ordinance is to amend Princeton's regulations pertaining to minor site plans by: (a) revising the definition of "minor site plan" in section T10B-2 of the Code; modifying the checklist for minor site plan applications; establish an expiration period for administrative approvals of certain types of development proposals; and add to the zoning regulations of the former Princeton Township the same expiration provisions pertaining to zoning permits as currently exist in the zoning regulations of the former Princeton Borough.



MUNICIPALITY ^{of} PRINCETON

Planning Department
400 Witherspoon Street
Princeton, NJ 08540
(609) 924-5366
planning@princetonnj.gov

MEMORANDUM

To: Princeton Mayor and Council
From: Justin Lesko, AICP, PP – Planning Director *jl*
Date: October 24, 2025
Subject: **Ordinance 2025-18: Revising the Definition of “Minor Site Plan”; Modifying Certain Provisions Pertaining to Administrative Approvals and Zoning Permits; Updating the Checklist for Minor Site Plan Applications**

Attached for Mayor and Council's consideration is an ordinance making the following changes to procedures governing minor site plan applications, administrative waiver of site plan applications and zoning permits:

- changing the definition of a minor site plan to require any application seeking stormwater relief, conditional use approval, subdivision approval, or variance approval to apply as a major site plan, thus removing the step of minor site plan committee review for classification, but continuing the requirement of a public hearing at the Planning Board;
- removing minor site plan checklist requirements that would become obsolete based on the aforementioned change;
- adding an expiration date to administrative waiver of site plan approvals of 12 months if construction permits are not obtained;
- harmonizing the expiration of zoning permits in the former Township with the same regulations of the former Borough.

Once introduced, this ordinance will be referred to the Planning Board to review for master plan consistency. That review is expected to take place at one of the Board's two scheduled November meetings.

Please reach out if there are any questions or concerns about the ordinance at this time.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-351

Agenda Date: 10/27/2025

Agenda #: 1.

Resolution of the Mayor and Council of Princeton Approving Police Promotions for 2025

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

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

WHEREAS, Princeton wishes to make a merit-based promotion from within said police department to appoint officers to the position of Captain;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of Princeton, approve the following promotions:

1. Princeton Police Department Lieutenant Thomas Lagomarsino is hereby promoted to the rank of Captain of the Princeton Police Department, effective immediately.



MUNICIPALITY ^{of} PRINCETON

Princeton Police Department

1 Valley Rd.

Princeton, NJ 08540

(609) 921-2100

msolovay@princetonnj.gov

MEMORANDUM

To: Bernard Hvozdovic, *Administrator*
From: Matthew Solovay, *Chief of Police*
Subject: Police Department Captain Promotional Process
Date: October 27, 2025

On August 27, 2025, the Princeton Police Department began the promotional selection process for the rank of Captain. Pursuant to General Order 2-4, all eligible Lieutenants were formally notified of the process through a department memorandum. The process included the following components:

- Submission of a letter of intent, addressed to my office, indicating interest and participation
- Submission of a current professional résumé
- An interview conducted by the Public Safety Committee
- A final recommendation by the Chief of Police to the Mayor and Council

Lieutenants Thomas Lagomarsino, Leonard Thomas, and Christopher Craven each expressed interest in the opportunity and submitted the required materials. On October 17, 2025, all three candidates appeared before the Public Safety Committee for their individual interviews.

After a careful review of each candidate's qualifications, service history, and performance throughout the process, I am pleased to recommend Lieutenant Thomas Lagomarsino for promotion to the rank of Captain.

Lieutenant Lagomarsino brings extensive experience and institutional knowledge as the most senior member of the command staff. His leadership, sound judgment, and proven dedication to the department exemplify the standards expected of a Captain within the Princeton Police Department. His professionalism and commitment to organizational excellence make him well-suited to assume this important role and continue advancing our mission and values.

Lieutenants Thomas and Craven also performed exceptionally throughout the process. Their professionalism, initiative, and leadership contributions are integral to the department's continued success, and they remain key members of our leadership team as we move forward.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-352

Agenda Date: 10/27/2025

Agenda #: 2.

Resolution of the Mayor and Council of Princeton Authorizing Execution of the Second Addendum to the Brickhouse Road Pump Station Maintenance Agreement Between Washington Oaks Homeowners Association, Inc. and Municipality of Princeton

WHEREAS, Princeton entered into an Agreement with the Washington Oaks Homeowners Association, Inc. (“Association”) on September 28, 2015 for three (3) years from 2015 through 2018 for the maintenance of the Brickhouse Road Pump Station (“Agreement”); and

WHEREAS, the parties extended the services for five (5) years from 2018 to 2024 by Resolution 19-253, subject to the same terms and conditions of the Agreement (“First Addendum”); and

WHEREAS, the parties wish to extend the services described in the Agreement, as amended by the First Addendum, for an additional term, commencing on September 28, 2024 and continuing until September 27, 2030; and

WHEREAS, the Department of Engineering & Infrastructure Operations recommends that Council executes a second addendum to the Agreement for the Sewer Department to continue to provide routine and emergency maintenance to the pump station in consideration for payments by said Association to Princeton; and

WHEREAS, the proposed Second Addendum updates the scope of work and fees for the routine and emergency maintenance, and resolves an outstanding issue between the parties in connection with unpaid annual payments under the Agreement and First Addendum.

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 foregoing “Whereas” clauses are incorporated herein as if fully restated.
2. The Mayor and Clerk are hereby authorized and directed to execute the Second Addendum to the Brickhouse Road Pump Station Maintenance Agreement for purposes of continuing the Agreement for an additional term, commencing on September 28, 2024 and continuing until September 27, 2030.
3. The addendum and its attachments, including but not limited to the original Brickhouse Road Pump Station Maintenance Agreement, are on file in the Clerk’s office.

**SECOND ADDENDUM TO THE BRICKHOUSE ROAD PUMP STATION MAINTENANCE
AGREEMENT BETWEEN WASHINGTON OAKS HOMEOWNERS ASSOCIATION, INC.
AND THE MUNICIPALITY OF PRINCETON**

THIS SECOND ADDENDUM is made this 27th day of October, 2025, between **WASHINGTON OAKS HOMEOWNERS ASSOCIATION**, c/o Premier Management Associates, 850-870 U.S. Route 1 North, North Brunswick, New Jersey 08902 (hereinafter referred to as "**Washington Oaks**") and **THE MUNICIPALITY OF PRINCETON**, a Municipal Corporation of the State of New Jersey, having its principal offices located at 400 Witherspoon Street, Princeton, New Jersey 08540 (hereinafter referred to as "**Princeton**"); and

WHEREAS, the parties entered into an Agreement on September 28, 2015 for three (3) years from 2015 through 2018 for the maintenance of the Brickhouse Road Pump Station, a copy of which is attached hereto and incorporated herein by reference as **Schedule A** (also hereinafter referred to as "**Agreement**"); and

WHEREAS, the parties extended the services for five (5) years from 2018 to 2024 by Resolution 19-253, subject to the same terms and conditions of the **Agreement** as set forth in **Schedule A** (hereinafter referred to as "**First Addendum**"); and

WHEREAS, the parties have decided to extend the services described in **Schedule A** for an additional term, commencing on September 28, 2024 and continuing until September 27, 2030, and such extension has been approved by Resolution of the Council of **Princeton** and the Board of **Washington Oaks**.

NOW THEREFORE, the parties hereby agree to extend the Brickhouse Road Pump Station Maintenance Agreement as described in **Schedule A** through September 27, 2030, subject to the following additional terms and conditions applicable to this **Second Addendum**:

1. Any reference to "Princeton Sewer Operating Committee" or "PSOC" in **Schedule A** shall mean **Princeton**.

2. Any reference to the term of the Agreement and dates shall be amended to reflect that the **Second Addendum** shall be in effect from September 28, 2024 until September 27, 2030.

3. **Washington Oaks** shall pay annual compensation in the amounts forth in **Schedule C1** to **Princeton** for the routine maintenance and checks of the Pump Station and wet well cleaning done twice per year. The scope of work to be completed for these routine services is set forth in **Schedule C** attached hereto. **Princeton** reserves the right to increase the fees by 3% per year following 2029. Fees for services beyond 2029 shall be provided to **Washington Oaks** prior to going into effect.

4. **Washington Oaks** shall also pay Princeton for services outside of the routine maintenance and checks, as set forth in **Schedule C**, based on the hourly rates set forth in new **Schedule C2** attached hereto. **Princeton** reserves the right to increase hourly rates by 3% per year starting in 2029. Hourly rates for services beyond 2028 shall be provided to **Washington Oaks** prior to the new hourly rates going into effect.

5. The parties acknowledge that certain annual payments have not been made as required under the **Agreement** and **First Addendum**. Accordingly, the parties agree to resolve any outstanding claims in connection with prior underpayment of annual fees by **Washington Oaks** compensating **Princeton** a total of \$12,000 to be paid in sixteen equal installments (of \$750 each) paid quarterly over the course of the next four years (i.e., commencing on September 28, 2025 and terminating on September 27, 2029). These payments shall be in full satisfaction of any prior underpayments under the **Agreement** and **First Addendum**, and shall be in addition to the annual compensation amount required in Section 3 above.

6. **Washington Oaks** shall remit payment to **Princeton** for all services herein described on a quarterly basis. The failure of **Princeton** to send an invoice shall not excuse the nonpayment of any fees or costs.

7. In addition, incorporated herein as **Schedule B** is a copy of the License Agreement dated September 28, 2015.

7. Notice is to be provided by mail to the addresses hereinabove or by email as follows:

As to the Washington Oaks: lrupp@premiermanagement.net

As to Princeton: sewer@princetonnj.gov

With Notice to: tkessler@hillwallack.com

8. All remaining provisions of **Schedule A** not inconsistent herewith shall remain in full force and effect.

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

ATTEST:

MUNICIPALITY OF PRINCETON

Dawn M. Mount, Municipal Clerk

By:_____
Mark Freda, Mayor

ATTEST:

**WASHINGTON OAKS
HOMEOWNERS ASSOCIATION, INC.**

Secretary

By:_____
, President

SCHEDULE A

**WASHINGTON OAKS HOMEOWNERS ASSOCIATION, INC.
BRICKHOUSE ROAD PUMP STATION
MAINTENANCE AGREEMENT**

This Agreement is entered into on this 28th day of September, 2015, by and between **PRINCETON**, a Municipal Corporation of the State of New Jersey, having its principal offices located at 400 Witherspoon Street, Princeton, New Jersey 08540, on behalf of itself and the **PRINCETON SEWER OPERATING COMMITTEE** (hereinafter referred to as "**PSOC**"), a duly organized and authorized Municipal Agency of **PRINCETON**, and **WASHINGTON OAKS HOMEOWNERS ASSOCIATION, INC.**, a Non-Profit Corporation of the State of New Jersey, having its principal offices c/o Premier Management Associates, 850-870 US Route 1 North, North Brunswick, New Jersey 08902 (hereinafter referred to as "**WASHINGTON OAKS**").

WITNESSETH:

WHEREAS, WASHINGTON OAKS is the owner of the common elements within a subdivision in the western part of the Municipality of Princeton, County of Mercer, State of New Jersey, including the Brickhouse Road Pump Station (hereinafter referred to as "the Pump Station"); and

WHEREAS, WASHINGTON OAKS is responsible for the maintenance of the said common elements, including the Pump Station; and

WHEREAS, the Pump Station is classified according to N.J.A.C. 7:10A-1.14 as a C-1 public wastewater collection system; and

WHEREAS, WASHINGTON OAKS has requested that **PRINCETON**, through **PSOC**, undertake certain maintenance responsibilities of the Pump Station; and

WHEREAS, PRINCETON and PSOC have agreed to undertake said maintenance responsibilities in accordance with the terms and conditions set forth hereinbelow; and

WHEREAS, the Borough Council of **PRINCETON** has duly adopted an appropriate Ordinance authorizing this Agreement and the Board of Directors of **WASHINGTON OAKS** has duly adopted a Resolution authorizing this Agreement;

NOW, THEREFORE, in consideration of ten (\$10.00) dollars and good and other valuable consideration and the mutual promises set forth hereinbelow, **PRINCETON** and **WASHINGTON OAKS** agree as follows:

1. **PRINCETON** agrees that **PSOC** shall undertake the maintenance responsibilities for the Pump Station set forth in Exhibit A attached hereto and made a part hereof, pursuant to the following terms.
2. The Pump Station will be inspected by properly trained **PSOC** personnel twice each month, typically during the first and third weeks of the month. If **PSOC** identifies any deficiencies or need for repairs, **PSOC** will immediately advise **WASHINGTON OAKS** concerning its recommendations for same.
3. **PSOC** shall be responsible for the routine maintenance of the Pump Station. This will include the routine servicing of the generator within the Pump Station, providing fuel for same, and the specific maintenance responsibilities set forth in Sections 1 through 5 of Exhibit A.
4. **PSOC** also shall provide emergency services as set forth in Section 6 of Exhibit A.
5. If any repairs or replacements are needed for any of the equipment within the Pump Station, **PSOC** shall obtain an estimate for same and provide that estimate to

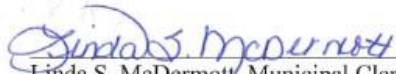
WASHINGTON OAKS. If acceptable to **PSOC** and **WASHINGTON OAKS**, said repairs and replacements shall take place with **WASHINGTON OAKS** responsible for one hundred (100 %) percent of the cost.

6. Notwithstanding **PSOC**'s estimate for repairs, **WASHINGTON OAKS** retains the right to hire an independent contractor to perform such repairs.
7. In consideration for **PSOC** providing the above-referenced routine maintenance and checks of the Pump Station, **WASHINGTON OAKS** agrees to compensate **PRINCETON** at the rate of two hundred (\$200.00) dollars per month or two thousand four hundred (\$2,400.00) dollars per year. Other services rendered by **PSOC** shall be charged to **WASHINGTON OAKS** according to the rates set forth in Section 9 of Exhibit A.
8. The term of this Agreement shall be for three (3) years from the date of execution above. Either party may cancel this Agreement upon ninety (90) days written notice to the other.
9. To the degree necessary, **WASHINGTON OAKS** agrees to provide to **PRINCETON** a License Agreement authorizing **PRINCETON** and **PSOC** access to the Pump Station for the purposes as set forth hereinabove.
10. **WASHINGTON OAKS** agrees to maintain the appropriate insurance with respect to the operation and maintenance of the Pump Station.
11. **PRINCETON** will bill **WASHINGTON OAKS** on a quarterly basis, one month prior to the quarter for which the billing covers. Any additional charges incurred during said quarter will be billed upon completion of the service and separately.

12. **PSOC** shall comply with all Federal, State and Local statutes, regulations and ordinances pertaining to the operation and maintenance of the Pump Station and shall be responsible for obtaining all necessary approvals or permits.
13. **PRINCETON** agrees to indemnify, defend, and hold **WASHINGTON OAKS** harmless for any and all damages and/or claims to person or property resulting or arising from the services rendered by **PRINCETON** or **PSOC** staff and from equipment or supplies provided by **PRINCETON** or **PSOC** and from any failure to comply with all Federal, State and Local statutes, regulations and ordinances pertaining to the operation and maintenance of the Pump Station. This indemnification shall include and not be limited to any engineering fees or other professional fees including attorneys' fees and costs which are incurred by **WASHINGTON OAKS** as a result of any damage, claim or other issue which may arise as a result of the services rendered by **PRINCETON** or **PSOC** staff and from equipment or supplies provided by **PRINCETON** or **PSOC**.
14. Nothing herein is intended to change or amend the **WASHINGTON OAKS** responsibilities for the Pump Station common element ownership pursuant to the Developer's Agreement for the Washington Oaks at Princeton Community.

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

ATTEST:


Linda S. McDermott, Municipal Clerk

PRINCETON

By: 
Liz Lempert, Mayor

ATTEST:


Christopher Johnson, Secretary

**WASHINGTON OAKS HOMEOWNERS
ASSOCIATION**

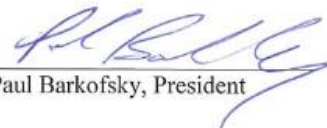
By: 
Paul Barkofsky, President

EXHIBIT A

Maintenance responsibilities of Princeton Sewer Operating Committee (PSOC) for the Washington Oaks Homeowners Association, Inc.'s (WASHINGTON OAKS) Brickhouse Road Pump Station:

1. PSOC staff (2-men crew) will inspect the Pump Station twice each month, typically during the first and third weeks of each month. Staff shall provide a minimum of 24 inspections per year.
2. Each such inspection shall be under the direction of a New Jersey Department of Environmental Protection Licensed Class C-1 Collection System Operator, pursuant to N.J.A.C. 7:10A.
3. During each inspection, work performed shall be documented. Copies of such documents shall be provided to **WASHINGTON OAKS** with the quarterly invoice.
4. During each inspection, the following services shall be provided:
 - a. Opening of manholes of sanitary sewer system to inspect visually for effective operation. A program will be established for the continuing inspections of the various manholes over a period of weeks. This process will be repeated such that the entire system will be under control. If engineering plans are available, the staff will use them to establish a numbering system for each manhole inspection point.
 - b. The pump station, wet well and valve chamber will be inspected. Hours of operation and vitals of equipment will be noted, and effective operation of all related equipment will be observed.
 - c. The stand-by generator will have a pre-start check and be operated, without load, for at least 30 minutes. Any malfunction will be immediately reported to **PSOC** and **WASHINGTON OAKS**.
 - d. Generator fuel level will be topped off.
 - e. The pump station shall be appropriately cleaned.
 - f. All inspection data will be logged to inspection forms. **PSOC** shall retain a copy of each, and a copy shall be provided to **WASHINGTON OAKS**.
5. Monthly preventive maintenance shall be provided as follows:
 - a. Simulation of equipment operation to detect and correct any minor problems.

- b. Lubrication of pump seals, motor bearings and other moving parts per manufacturers' specifications.
 - c. Purging and adjusting pneumatic level controls to maintain pump operation.
 - d. Inspection of electrical contacts and tightening of electrical connections.
 - e. Current, voltage and resistance readings shall be taken to monitor equipment efficiency and anticipate equipment failure.
 - f. Stand-by Power Test including: pre-start checks and generator operation with automatic transfer switch to operate lift station for at least one (1) hour.
6. **PSOC** staff will respond to all emergency calls, with the cost of said response being billed to **WASHINGTON OAKS** and each bill itemizing the staff and equipment responding and the work required and completed. Emergency services shall include:
- a. Twenty-four (24) hour availability of maintenance mechanics for emergencies.
 - b. Twenty-four (24) hour availability of an operator for emergencies, in the event of pollution to the environment, to respond and assist **WASHINGTON OAKS** with compliance with NJDEP regulations.
 - c. In the event of a discharge from the collection system, a **PSOC** operator shall supervise the work performed by all contractors and subcontractors to comply with NJDEP regulations and procedures for remediation and reporting.
7. **PSOC** may require the upgrade of the dialing system so that it is consistent with the facilities maintained by **PSOC**. Cost to upgrade the system will be borne by **WASHINGTON OAKS**.
8. **PRINCETON** will bill **WASHINGTON OAKS** for all fuel used to maintain the emergency power system's generator.
9. Services rendered pursuant to Sections 1 through 5 above shall be covered by the monthly fee payable by **WASHINGTON OAKS**. Repairs performed by **PSOC** not included in the routine maintenance described in Sections 1 through 5 above will be billed to **WASHINGTON OAKS** at the following rate(s):

WASHINGTON OAKS HOMEOWNERS ASSOCIATION, INC.

BRICKHOUSE ROAD PUMP STATION

MAINTENANCE AGREEMENT

PRINCETON SEWER OPERATING COMMITTEE (PSOC)

STAFF SALARIES

<u>EMPLOYEE</u>	<u>2015 RATE</u>	<u>2016 RATE</u>	<u>2017 RATE</u>
PSOC SUPERVISOR	\$52.00 / HOUR	\$54.00 / HOUR	\$54.00 / HOUR
EQUIPMENT OPERATOR	\$43.00 / HOUR	\$45.00 / HOUR	\$45.00 / HOUR
SENIOR SEWER MAINTENANCE	\$40.00 / HOUR	\$42.00 / HOUR	\$42.00 / HOUR
SEWER MAINTENANCE II	\$37.00 / HOUR	\$39.00 / HOUR	\$39.00 / HOUR
SEWER MAINTENANCE I	\$28.00 / HOUR	\$30.00 / HOUR	\$30.00 / HOUR
LEAD MECHANIC	\$56.00 / HOUR	\$58.00 / HOUR	\$58.00 / HOUR

NOTES:

1. All of the above rates include benefits.
2. Overtime rate will be calculated by multiplying the above base rates by 1.5.

SCHEDULE B

PREPARED BY:

Michael S. Karpoff, Esq.

LICENSE AGREEMENT

THIS LICENSE AGREEMENT is made this 28 day of September, 2015, by and between **WASHINGTON OAKS HOMEOWNERS ASSOCIATION, INC.**, a New Jersey Non-Profit Corporation, with offices c/o Premier Management Associates, 850-870 US Route 1 North, North Brunswick, New Jersey 08902 (referred to in this agreement as "**WASHINGTON OAKS**"), and **PRINCETON**, a New Jersey Municipal Corporation, with offices located at 400 Witherspoon Street, Princeton, New Jersey 08540, for itself and its **PRINCETON SEWER OPERATION COMMITTEE** (referred to in this agreement as "**PSOC**"), a duly organized and authorized Municipal Agency of **PRINCETON**.

BACKGROUND STATEMENT

1. **WASHINGTON OAKS** owns and is responsible for the administration of the common elements of a planned development known as Washington Oaks, located in the Municipality of Princeton, County of Mercer, State of New Jersey and, particularly, is the owner of and responsible for the maintenance of a sewerage pump station on its property identified as the Brickhouse Road Pump Station (referred to in this agreement as "the Pump Station").

2. **WASHINGTON OAKS** and **PRINCETON** have agreed that **PRINCETON**, through **PSOC**, will undertake certain maintenance responsibilities for the Pump Station, as more particularly set forth in a certain Maintenance Agreement entered into between these parties.

3. **PRINCETON** and **PSOC** require access to the Pump Station to fulfill its responsibilities under the said agreement.

4. Pursuant to the Washington Oaks Declaration of Covenants, Conditions and Restrictions, **WASHINGTON OAKS** has the authority to grant licenses to third parties for access and use of the Washington Oaks common elements.

5. Therefore, **WASHINGTON OAKS** agrees to convey to **PRINCETON** and **PSOC** a license for access to the Pump Station, and **PRINCETON**, for itself and **PSOC**, agrees to accept the license for access to the Pump Station, pursuant to the terms hereof.

GRANTING OF LICENSE AND CONDITIONS

NOW, THEREFORE, in consideration of one dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, **WASHINGTON OAKS** does hereby grant **PRINCETON** and **PSOC** a license for ingress and egress by **PRINCETON** and **PSOC** staff to and from the Pump Station across the **WASHINGTON OAKS** common elements and access to the Pump Station for the purpose of fulfilling **PRINCETON's** and **PSOC's** responsibilities under the said Maintenance Agreement to maintain and repair the Pump Station.

PRINCETON and **PSOC** shall comply with all Federal, State and Local statutes, regulations and ordinances pertaining to the operation and maintenance of the Pump Station and shall be responsible for obtaining all necessary approvals or permits.

PRINCETON agrees to indemnify, defend, and hold **WASHINGTON OAKS** harmless for any and all damages and/or claims to person or property resulting or arising from the services rendered by **PRINCETON** or **PSOC** staff and from equipment or supplies provided by **PRINCETON** or **PSOC** and from any failure to comply with all Federal, State and Local

statutes, regulations and ordinances pertaining to the operation and maintenance of the Pump Station. This indemnification shall include and not be limited to any engineering fees or other professional fees including attorneys' fees and costs which are incurred by **WASHINGTON OAKS** as a result of any damage, claim or other issue which may arise as a result of the services rendered by **PRINCETON** or **PSOC** staff and from equipment or supplies provided by **PRINCETON** or **PSOC**.

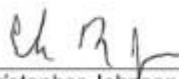
This License Agreement shall continue for as long as the said Maintenance Agreement remains extant and shall automatically terminate upon the termination of the said Maintenance Agreement.

IN WITNESS WHEREOF, WASHINGTON OAKS and PRINCETON have executed this Agreement on the date shown above.

GRANTOR:

Attest:

**WASHINGTON OAKS
HOMEOWNERS ASSOCIATION, INC.**



Christopher Johnson, Secretary

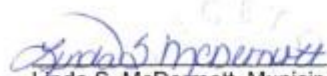


Paul Barkofsky, President

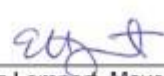
GRANTEE(S):

Attest:

PRINCETON



Linda S. McDermott, Municipal Clerk



Liz Lempert, Mayor

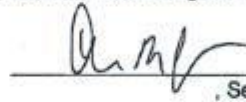
GRANTOR ACKNOWLEDGMENT

State of New Jersey:

SS:

County of Mercer :

I certify that on September 24, 2015, Christopher N. Johnson personally came before me and acknowledged under oath, to my satisfaction, that he/she is the secretary of the Washington Oaks Homeowners Association, Inc. and the attesting witness to the signing of this document by the proper corporate officer who is Paul Barkofsky, the president of the corporation, that this document was signed and delivered by the corporation as its voluntary act duly authorized by a proper resolution of the Board of Directors, that he/she knows the proper seal of the corporation which was affixed to this document; and that he/she signed this proof to attest to the truth of these facts.


_____, Secretary

Sworn to and subscribed before me
this 24 day of September, 2015



Notary Public
SUZANNE H. DIVIANO
A NOTARY PUBLIC OF NEW JERSEY
MY COMMISSION EXPIRES FEBRUARY 11, 2016

GRANTEE ACKNOWLEDGMENT

State of New Jersey :

SS:

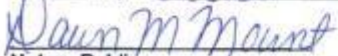
County of Mercer :

I certify that on October 1, 2015, Linda S. McDermott personally came before me and acknowledged under oath to my satisfaction that this person is the Municipal Clerk of PRINCETON, that she is the attesting witness to the signing of this document by the Mayor of PRINCETON, Liz Lempert, that the signing of this document was duly authorized by a proper Resolution of the PRINCETON Council, and that this document was signed, sealed and delivered as PRINCETON's voluntary act and deed.



Linda S. McDermott, Municipal Clerk

Sworn to and subscribed before me
this 1st day of October, 2015



Notary Public

RECORD AND RETURN TO:
Michael S. Karpoff, Esq.
Hill Wallack LLP
21 Roszel Road
Princeton, NJ 08540

DAWN M. MOUNT
Notary Public of New Jersey
My Commission Expires July 16, 2017

SCHEDULE C

Maintenance and related responsibilities of **Princeton** for the **Washington Oaks'** Brickhouse Road Pump Station, commencing under the Second Addendum to the Agreement between the parties, effective September 28, 2025, are as follows:

1. Monthly Sewer Maintenance - Routine

- a. **Princeton** staff (1-person crew) will inspect the Pump Station twice each month, typically during the first and third weeks of each month. Staff shall provide a minimum of 24 inspections per year.
- b. Each such inspection shall be under the direction of a New Jersey Department of Environmental Protection Licensed Class C-1 Collection System Operator, pursuant to N.J.A.C. 7:10A.
- c. During each inspection, work performed shall be documented. Copies of such documents shall be provided to **Washington Oaks** with the quarterly invoice.
- d. During each inspection, the following services shall be provided:
 - (1) Opening of manholes of sanitary sewer system to inspect visually for effective operation. A program will be established for the continuing inspections of the various manholes over a period of weeks. This process will be repeated such that the entire system will be under control. If engineering plans are available, the staff will use them to establish a numbering system for each manhole inspection point.
 - (2) The pump station, wet well and valve chamber will be inspected. Hours of operation and vitals of equipment will be noted, and effective operation of all related equipment will be observed.
 - (3) Inspection of the stand-by generator, which shall include a pre-start check and operation of the unit, without load, for at least 30 minutes. This will verify operational readiness. **Princeton** shall confirm proper transfer of power in the event of utility outage. **Princeton** shall monitor fuel levels and refuel as necessary to maintain adequate reserves. Any malfunction will be immediately reported to **Princeton** and **Washington Oaks**.
 - (4) Generator fuel level will be topped off (see below about fuel payment, which is not included in monthly maintain fees).
 - (5) The pump station shall be appropriately cleaned.
 - (6) All inspection data will be logged to inspection forms. **Princeton** shall

retain a copy of each, and a copy shall be provided to **Washington Oaks**.

e. **Monthly preventive maintenance** shall be provided as follows:

- (1) Simulation of equipment operation to detect and correct any minor problems.
- (2) Lubrication of pump seals, motor bearings and other moving parts per manufacturers' specifications.
- (3) Purging and adjusting pneumatic level controls to maintain pump operation.
- (4) Inspection of electrical contacts and tightening of electrical connections.
- (5) Current, voltage and resistance readings shall be taken to monitor equipment efficiency and anticipate equipment failure.
- (6) Stand-by Power Test including: pre-start checks and generator operation with automatic transfer switch to operate lift station for at least one (1) hour.

2. **Wet Well Cleaning – Routine**

- a. **Princeton** shall provide biannual wet well cleaning services at the Washington Oaks Pump Station.
- b. These services will include:
 - (1) Vacuum removal of accumulated debris that may impede the normal operation of the pump station.
 - (2) Cleaning of the transducer still well.
 - (3) Inspection of the wet well and associated pumps to ensure all components are operating within acceptable parameters.
 - (4) All services shall be performed by a crew of **four (4) qualified personnel** from the Princeton Sewer Department, consisting of the following roles:
 - One (1) Equipment Operator
 - One (1) Sewer Maintenance Person III
 - Two (2) Sewer Maintenance Persons II

3. **Non-Routine Services**

- a. **Princeton** staff will respond to all emergency calls, with the cost of said response being billed to **Washington Oaks** and each bill itemizing the staff and equipment responding and the work required and completed, based on the fees set forth in **Schedule C2**. Emergency services shall include:
 - (1) Twenty-four (24) hour availability of maintenance mechanics for emergencies.
 - (2) Twenty-four (24) hour availability of an operator for emergencies, in the event of pollution to the environment, to respond and assist **Washington Oaks** with compliance with NJDEP regulations.
 - (3) In the event of a discharge from the collection system, a **Princeton** operator shall supervise the work performed by all contractors and subcontractors to comply with NJDEP regulations and procedures for remediation and reporting.

4. **Miscellaneous**

- a. **Princeton** may require the upgrade of the dialing system so that it is consistent with the facilities maintained by **Princeton**. Cost to upgrade the system will be borne by **Washington Oaks**.
- b. Services rendered pursuant to Sections 1 through 2 above shall be covered by the monthly fees payable by **Washington Oaks** as set forth in **Schedule C2**, except for fuel charges. **Princeton** will bill **Washington Oaks** for all fuel used to maintain the emergency power system's generator, based on Princeton's contracted rate with its fuel supplier. Fuel charges shall be itemized and included in the regular service invoice.
- c. Repairs performed by **Princeton** not included in the routine maintenance described in Sections 1 through 2 above will be billed to **Washington Oaks** at the rate(s) set forth in **Schedule C2**.

Schedule C1

Year	Service	Total Cost Maintenance
2025	Monthly Sewer Maintenance	\$ 2,938.32
2025	Wet Well Cleaning	\$ 2,039.04
2026	Monthly Sewer Maintenance	\$ 3,121.68
2026	Wet Well Cleaning	\$ 2,162.48
2027	Monthly Sewer Maintenance	\$ 3,330.96
2027	Wet Well Cleaning	\$ 2,303.36
2028	Monthly Sewer Maintenance	\$ 3,564.00
2028	Wet Well Cleaning	\$ 2,459.92
2029	Monthly Sewer Maintenance	\$ 3,670.92
2029	Wet Well Cleaning	\$ 2,533.72

Schedule C2

Employee	2024 Hourly Rate	2025 Hourly Rate	2026 Hourly Rate	2027 Hourly Rate	2028 Hourly Rate
Sewer Operations Manager	\$77.58	\$81.88	\$86.24	\$90.97	\$96.12
Equipment Operator	\$68.16	\$73.08	\$78.09	\$83.82	\$90.23
Sewer Maintenance III	\$58.25	\$63.06	\$67.92	\$73.48	\$79.74
Sewer Maintenance II	\$56.72	\$59.37	\$62.15	\$65.31	\$68.76
Sewer Maintenance I	\$44.78	\$48.05	\$51.38	\$55.18	\$59.43
Lead Mechanic	\$76.10	\$80.69	\$85.32	\$90.39	\$95.94



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: Second Addendum to the Brickhouse Pump Station Agreement
Date: October 23, 2025

Attached for Council's authorization is the second addendum to the Brickhouse Pump Station Agreement with the Washington Oaks Homeowners Association.

On September 28, 2015, and as authorized by Resolution 15-290, Princeton and the Washington Oaks Homeowners Association executed an agreement for Princeton to assume responsibility for routine maintenance to the Brickhouse Road Pump Station. On August 5, 2019, Council adopted Resolution 19-253 to extend said Agreement for an additional five (5) years. While the agreement expired last year, the Princeton Sewer Department staff have continued to perform routine maintenance at the pump station. The attached second addendum will formalize the maintenance commitment by Princeton through September 27, 2030. Contained within this addendum are updated annual fees due to Princeton as well as a requirement for a total of \$12,000 to be paid in sixteen equal installments (of \$750 each) paid quarterly over the course of the next four years by the Washington Oaks Homeowners Association. This repayment requirement resolves Princeton's outstanding claims in connection with prior underpayment of annual fees due.

Please contact me if you have any questions.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-353

Agenda Date: 10/27/2025

Agenda #: 3.

Resolution of the Mayor and Council of Princeton Approving an “Adopt-a-Park” Agreement with the Marquand Park Foundation pursuant to New Jersey’s Adopt-a-Park Law, N.J.S.A. 40:12-20 et seq.

WHEREAS, New Jersey’s “Adopt-a-Park Law”, N.J.S.A. 40:12-20 *et seq.*, authorizes municipalities to enter into agreements with business entities or nonprofit organizations located within or near the municipality to provide for the maintenance, operation, or improvement of the municipality’s parks and open spaces; and

WHEREAS, the Marquand Park Foundation (the “Foundation”) has volunteered to “adopt” Princeton’s park known and commonly referred to as “Marquand Park”, as permitted by the Adopt-a-Park Law, and has demonstrated to Princeton that it is amply capable of maintaining, operating and improving said park; and

WHEREAS, Princeton appreciates groups and organizations who volunteer their time and efforts to improve and maintain the parklands located within the municipality; and

WHEREAS, Princeton and the Foundation wish to enter into an agreement to reflect their mutual understandings with regard to having the Foundation “adopt” Marquand Park;

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

1. The preamble to this resolution is hereby incorporated as if restated in full.
2. The Mayor and Clerk are hereby authorized to sign on Princeton’s behalf an agreement setting forth the terms and conditions of the Foundation’s “adoption” of Marquand Park, the form and substance of which shall have been approved by the Municipal Attorney.
3. The term of the Agreement shall be for ten years, and may be renewed thereafter on the same terms or such other terms as may be mutually agreeable between Princeton and the Foundation, except that consistent with the Adopt-a-Park law, Princeton shall have the right to terminate the Agreement at any time without prior notice to the Foundation for any reason, including, but not limited to, failure of the Foundation to comply with any terms or conditions of the Agreement, and the Foundation shall have the right to terminate the Agreement upon at least six months’ written notice to Princeton. The Foundation shall at all times comply with (a) the requirements of the Adopt-a-Park law, including the provision of the statutorily required liability waivers and releases and the provision of liability coverage; (b) Princeton’s rules and regulations for parks and recreation areas; and (c) the rules and regulations promulgated by the New Jersey Department of Environmental Protection, Green Acres Program (N.J.A.C. 7:36-1 *et seq.*).
4. The Mayor, Clerk, and other appropriate staff and officials are hereby authorized to undertake any and

all such actions and execute any all such documents as may be necessary to effectuate the terms hereof.

5. This resolution shall take effect immediately.

ADOPT - A- PARK AGREEMENT

THIS AGREEMENT, entered into on this 27th day of October, 2025 by and between the MUNICIPALITY OF PRINCETON, a municipal corporation of the State of New Jersey, 400 Witherspoon Street, Princeton, New Jersey, 08540 (hereinafter referred to as “PRINCETON”) and the MARQUAND PARK FOUNDATION (hereinafter referred to as “FOUNDATION”), PO Box 415, Princeton, NJ 08542 United States.

WITNESSETH:

WHEREAS, PRINCETON is responsible for the management and maintenance of the parkland known as Marquand Park; and

WHEREAS, the FOUNDATION has volunteered to “adopt” the parkland known as Marquand Park as permitted by the “Adopt-a-Park Law”, N.J.S.A., 40:12-20, *et seq.*; and

WHEREAS, PRINCETON appreciates groups and organizations who volunteer their time and efforts to improve and maintain the parklands located within the municipality; and

WHEREAS, PRINCETON and the FOUNDATION wish to enter into this Agreement to reflect their mutual understandings with regard to having the FOUNDATION “adopt” Marquand Park; and

WHEREAS, the FOUNDATION has demonstrated to PRINCETON that it is amply capable of maintaining, operating and improving Marquand Park according to the terms of this Agreement;

NOW THEREFORE, in consideration of the mutual promises contained herein and other good and valuable considerations, PRINCETON and the FOUNDATION agree as follows:

1. PRINCETON agrees to have the FOUNDATION “adopt” Marquand Park.

2. The FOUNDATION and PRINCETON agree to follow all the guidelines and assume all responsibilities laid out in the Marquand Park Management and Use Agreement (“MUA”), a copy of which is attached hereto as Exhibit A and made a part hereof. The MUA may from time to time be revised by mutual approval of the FOUNDATION and PRINCETON’s Department of Recreation and Department of Infrastructure and Operations.

3. The term of this Agreement shall be for ten years, and may be renewed thereafter on the same terms or such other terms as may be mutually agreeable between PRINCETON and the FOUNDATION. PRINCETON may terminate this Agreement at any time without prior notice to the FOUNDATION for any reason, including, but not limited to, failure of the FOUNDATION to comply with any terms or conditions of this Agreement. The FOUNDATION may terminate this Agreement upon at least six months’ written notice to PRINCETON.

4. In accordance with the requirements of N.J.S.A. 40:12-26b(1), the FOUNDATION and each employee, agent, contractor, member or volunteer of the FOUNDATION assisting in the maintenance, operation or improvement of Marquand Park pursuant to this Agreement shall sign a waiver releasing PRINCETON, its agents, servants and employees from and against any civil liability for any injury or damages (except those arising from criminal, willful, wanton or grossly negligent conduct) that may be sustained by the FOUNDATION, or any employee, agent, contractor, member or volunteer thereof, during the course, or as a result of, any activities whatsoever conducted at Marquand Park pursuant to the terms of this Agreement. Said waiver shall be in the form attached hereto as Exhibit B or such other form as shall have been reviewed and approved by PRINCETON’s Municipal Attorney, and may be submitted on an annual basis.

5. In accordance with the requirements of N.J.S.A. 40:12-26b(3), the FOUNDATION shall obtain and retain general liability insurance in an amount sufficient for the purposes set forth

in paragraph 4 above. The FOUNDATION shall provide a certificate of liability insurance to PRINCETON evidencing such coverage and naming PRINCETON, including its employees and agents, as an additional insured.

6. Pursuant to N.J.S.A. 40:12-27, the FOUNDATION, its employees, agents, and volunteer assistants shall not be considered to be “public employees” or “state employees” for the purposes of the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 *et seq.*, or otherwise be accorded any of the protections set forth therein, while performing any improvements, projects, maintenance, clean-up or repair activities at Marquand Park pursuant to this Agreement.

7. The FOUNDATION shall at times comply with PRINCETON’s rules and regulations for parks and recreation areas (currently codified in Chapter T16 of Princeton’s Code) and with the rules and regulations promulgated by the New Jersey Department of Environmental Protection, Green Acres Program (N.J.A.C. 7:36-1 *et seq.*).

8. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

[SIGNATURES APPEAR ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have caused these presents to be executed by their proper corporate officers and their corporate seals to be hereunto affixed and attested the day and year first written above.

ATTEST:

MUNICIPALITY OF PRINCETON

Dawn M. Mount, Clerk

By:

Hon. Mark Freda, Mayor

WITNESS:

MARQUAND PARK FOUNDATION

Evelyn Timberlake, Co-President

By:

Rebecca Flemer, Co-President

EXHIBIT A: Marquand Park Management and Use Agreement

I. Introduction

Marquand Park is an historic preserve of trees and woodlands, as well as open recreation space. The park is located on 17 acres bordered by Lovers Lane, Stockton Street and Mercer Street. There is a small parking lot for approximately 30 cars off Lovers Lane and pedestrian access from either Stockton Street or Mercer Street. The park contains a playground with a play structure and sand pit; softball / baseball field; picnic tables and benches; paved pathways; portable toilet on a seasonal basis; and an arboretum which is home to many native and exotic trees. A map of the park is provided as Exhibit A1.

The park is owned by Princeton. The Recreation Department oversees the active recreation areas (playground and ball field) and the Infrastructure & Operations Department oversees the arboretum and other passive park areas. Permits are issued by the Recreation Department for the group use of the ball field and / or picnic area. The Marquand Park Foundation (MPF) provides certain services in relation to the arboretum in accordance with this Plan.

It is the goal of this Plan to manage Marquand Park to (i) enhance opportunities for passive recreation, including walking and nature study; (ii) enhance opportunities for active recreation; (iii) enable Park users to experience the historic arboretum; (iv) enhance natural and wildlife habitat and prevent invasive species proliferation; (v) ensure public safety through the maintenance of walking paths and tree care; and (vi) avoid potential problems such as littering or unpermitted uses by appropriate policing.

II. Park Use

- A. Marquand Park is open to the public for use of the playground, picnic areas, pathways, and baseball field. Public use of Marquand Park shall only be allowed to the extent and in a manner that will not impair the park's natural, historic and manmade features.
- B. Small organized events are allowed by permit issued by the Recreation Department for groups up to 20 people. The permit application is available on the Princeton Recreation Department website. Larger groups will not be accommodated at this park unless the applicant arranges off-site parking in legal parking locations. Appropriate permits and traffic control assistance (if applicable) shall be sought through the Princeton Clerk's Office for organized events with more than 20 people in attendance.
- C. The Marquand Park Foundation may provide and / or sponsor guided walks / talks regarding the arboretum and history of the park and sponsor and hold

events attracting people to the Park for recreational, historical and participatory activities such as plant-a-tree, pot-a-plant, identify the most trees contests, Arbor Day celebrations, scavenger hunts, tree giveaways and children's events.

- D. The donation of a bench and / or tree will be considered for installation at the Park. A written request shall be made to the Infrastructure & Operations Department. Requests for donations shall be approved or denied by MPF, Recreation Department and the Infrastructure & Operations Department.
- E. The burial of human or pet cremains is not permitted in Marquand Park.

III. Park Flora Guidelines

The woods area located in the eastern area of the Park (as shown on Exhibit A1) shall be maintained with an emphasis on native plantings and the removal of invasive species. Any herbicide, pesticide or fungicide treatments for invasive species or plant disease control shall be approved by the Infrastructure & Operations Department prior to use.

The remaining Arboretum area, excluding the active softball / baseball field and playground, shall be managed to enhance the tree collection of rare and exotic species that are a legacy of the original estate as laid out in the 'Marquand Park Trust Tree Collections and Management Policy' dated April 9th, 2015 (Exhibit A2). A Tree Management Plan for Marquand Park was prepared for the MPF by Morris Arboretum in May 2014 (Exhibit A3) and constitutes the basis for the acquisition and management of the trees at Marquand Park. The Tree Management Plan shall be updated at least every 10 years and submitted to Princeton Recreation Department and Princeton Department of Infrastructure and Operations for review along with any updated versions of the 'Marquand Park Trust Tree Collections and Management Policy'.

No plants listed on the New Jersey Invasive Species Strike Team's (NJISST) 'Do Not Plant List' shall be planted. The annual NJISST Do Not Plant List, updated and distributed by the Friends of Hopewell Valley Open Space, is available on their website.

Habitat manipulation or restoration may be undertaken if preservation of a particular habitat type or species of native flora or fauna is included in the MPF Maintenance Plan and upon approval by Princeton of a specific habitat manipulation or restoration plan.

IV. Park Development Guidelines

- A. Creation of new permanent vehicular access and / or parking shall be prohibited.

- B. Construction of new buildings in the Park shall be prohibited. Other non-habitable structures may be constructed, subject to prior approval by Princeton, provided the structures directly or indirectly contribute to the management objective (e.g. informational kiosks, signs, postings);

V. Management Responsibilities - Princeton

- A. The following tasks shall be performed at the Park by the Princeton Recreation Department:
 - 1. Issuance of permits for small, organized use of the picnic area and / or ball field;
 - 2. Removal of snow from the pathways and parking lot;
 - 3. Provision of trash and recycling receptacles, and collection of waste from same;
 - 4. Maintenance of the water distribution system and water fountain, including payment of the utility invoice;
 - 5. Mowing of all grass areas;
 - 6. Maintenance of picnic tables;
 - 7. Installation and maintenance of a portable toilet for the spring through fall season;
 - 8. Maintenance and new installation of fencing;
 - 9. Maintenance of the playground and sand pit including annual sand replenishment and periodic broken toy removal; and
 - 10. Maintenance of the softball / baseball diamond.
- B. The following tasks shall be performed at the Park by the Department of Infrastructure and Operations:
 - 1. Attendance at quarterly meetings with the MPF;
 - 2. Creation and maintenance of pathways, including paving;
 - 3. Removal of organic debris generated by MPF volunteers. Contractors hired by MPF or Princeton shall be responsible to remove the organic debris generated from their work;
 - 4. Contracting for an appropriate wood mulch installation in specific planted areas. MPF is responsible to pay for 60% of the cost; Princeton is responsible to pay for 40% of the cost.
 - 5. Removal of trees and pruning of tree limbs which pose a danger to the public; and
 - 6. Maintenance of the parking lot as needed, including paving.

VI. Management Responsibilities – Marquand Park Foundation

The following management responsibilities shall be assumed by MPF:

- 1. Creation of a Management Plan for the Arboretum flora, prepared by a licensed arborist;

2. Control and treatment of biologic enemies of the Arboretum flora, including plant species, pests and diseases using biological, mechanical, or chemical methods, as indicated in the Management Plan;
3. Installation of necessary controls to limit deer damage;
4. Planting, pruning, weeding, and watering of trees and other non-lawn landscaping. MPF shall submit tree planting and tree removal / relocation plans to the Department of Infrastructure and Operations for approval prior to work being undertaken;
5. Maintenance of the Wisteria pergola, the Children's Arboretum, the little lending library and the kiosk structures;
6. Installation and maintenance of lightning rods; and
7. Organization of educational outreach and tours including but not limited to the activities outlined in Section II C, as well as clean-up and volunteer events. Any trustees and volunteers of the MPF participating in such activities and events shall be required to sign the Adopt-A-Park Waiver Form approved by Princeton and attached as Exhibit B to this Adopt-A-Park Agreement. Other attendants shall not be required to sign the waiver form to participate in the functions and activities.

VII. Prior Written Approvals Required

1. Requests to conduct scientific research at the Park shall be submitted in writing to the Department of Infrastructure and Operations for approval by Princeton mayor and council.
2. Requests to remove trees 6" or greater DBH and plant trees in the Arboretum shall be submitted to the Department of Infrastructure and Operations for approval by the Municipal Arborist.
3. Requests to use chemical methods for the management of invasive species shall be submitted to the Department of Infrastructure and Operations for approval by the Open Space Manager.
4. Request for donation tree planting and / or bench installations shall be approved by the MPF, Princeton Recreation Department, and Princeton Department of Infrastructure and Operations.
5. MPF shall submit to the Department of Infrastructure and Operations an annual list of proposed public outreach and tour activities sponsored at the Park, including the estimated number of attendees. MPF shall submit updates as needed when changes are made to the proposed list.
6. Projects to add or substantially modify existing pathways and the parking lot shall be reviewed by MPF. MPF shall provide a written review response to Mayor and Council.



MUNICIPALITY ^{of} PRINCETON

Department of Infrastructure & Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

EXHIBIT B

ADOPT-A-PARK WAIVER FORM

The undersigned organization has entered into an Adopt-A-Park Agreement with the municipality of Princeton ("PRINCETON"). A condition of that agreement involves signing a waiver releasing PRINCETON and any of its employees and agents from any civil liability for injuries or damages (except those arising from criminal or willful, wanton or grossly negligent conduct) that might be sustained by the organization or any of the organization's employees, agents, contractors, members, or volunteers during the course or as a result of the organization's maintenance, operation, improvements or other activities in the park. By signing below, I hereby acknowledge that I have been advised of this requirement and that I knowingly and voluntarily release PRINCETON from all liability as outlined above.

MARQUAND PARK FOUNDATION

Date:

By:

[name/title of authorized rep.]

Date:

[employee/volunteer/contractor etc.]



-  Woods Area
-  Marquand Park Outline

Stockton Street

Lovers Lane

Mercer Street

The Marquand Park Trust Tree Collections and Management Policy

Overview and History

Marquand Park and Arboretum is a 17-acre historic preserve of trees and woodlands, and a well preserved example of a 19th century landscaped garden. The park was once part of the Woodlawn estate purchased in 1842 by Richard Stockton Field, a successful lawyer and professor at Princeton University. Field had a great interest in gardening and was the founder and first president of the New Jersey Horticultural Society.

In 1846, Field commissioned John Notman, a Philadelphia architect to design a garden and mansion for his property. Notman developed part of the property into a landscaped garden with meandering paths, clusters of trees, and wide vistas but left a wooded area along Mercer Street relatively untouched. The park became well known among horticulturalists and was frequently noted for its collection of rare trees from all over the world.

Although many additions and changes to the park occurred over the years, the park has maintained most of its original character. The wooded area is the home of the park's oldest trees, many 200 years or older. In addition, some of the known mid-19th century plantings including native oaks, beeches, a Cedar of Lebanon, white pines, rhododendrons, and a Japanese Arbor Vitae are still part of the current collection of over 140 species of trees in the landscaped part of the park.

When the park was donated to Princeton in 1953, it became a municipal Park called Marquand Park named after its last owners. Maintenance of the park and its trees is the responsibility of the municipality. The Marquand Park Trust helps provide additional oversight of the park, promotes new plantings, and is involved in conservation, education, and outreach.

Purpose

While respecting the historical importance of the park and its heritage as an arboretum and an example of 19th century landscape architecture, it is the intent of this policy to reinforce the importance of enhancing the park's tree collection with locally appropriate trees in the right location and to preserve signature trees of historic importance to be studied and enjoyed by the public. It is also designed to delineate the process of accession and deaccession from the tree inventory.

Scope

This policy covers the installation of trees and the preservation of signature trees.

Inventory

An inventory of all trees in the landscaped part of the park and mature trees with aluminum tags in the wooded area was conducted in 2014 and constitutes the basis for acquisition and tree management in this policy.

When a tree is installed in the arboretum, the GPS coordinates shall be noted in addition to its size, genus, species & cultivar, its general condition and its provenance. This data shall be added to the existing tree inventory.

When a tree is removed, the tree shall be deaccessioned from the inventory. A history of removed trees shall be preserved in the inventory for future reference. When a tree without a tag in the wooded area reaches a mature stage, it will be tagged and its location, size, genus, species & cultivar, its general condition added to the inventory.

On-line access to the inventory is available through the park website.

Acquisition

New trees shall always be selected specifically for use and with the conditions and limitations of its location in mind. The inventory shall be reviewed in an attempt to select trees that are not already represented at the park or, based on historical sources, have disappeared from the park. The aesthetic value is important (taking into account texture, flowering, fruiting, and fall color and winter interest) as is the ecological value (to feed and support native insects, birds, mammals etc.) and scientific value (for future study).

At times, an exotic species may present itself to be the best choice, but care should be taken to not install species known to be invasive in this region. Trees which attract and support a variety of wildlife, especially pollinators, and especially with off-peak blooming periods shall be given greater consideration than those that don't.

All new nursery stock shall be inspected to ensure compliance with the latest version of the American National Standards Institute, American Standard for Nursery Stock Z60.1. Of particular importance is to check for proper planting depth and depending on the species, proper apical dominance with no or reduced co-dominant stems. Wherever possible, material shall be field grown and not in pots. If potted material must be sourced due to availability, the root mass shall be thoroughly separated and the roots shall be re-oriented or pruned to avoid girdling.

Care should be taken to not spoil some key views and vistas that make the park special. An ill-placed tree can quickly spoil an otherwise beautiful view, despite its species' importance to the arboretum. Conversely, trees should be used to screen undesirable views and to help focus one's eye toward especially beautiful views and vistas.

Care should be taken to not plant trees near infrastructure if they are known to have aggressive root systems, weak scaffold branching or problematic fruiting. Prolific fruiting can be a problem for pedestrians. These trees should be located away from sidewalks and buildings

Collection Management

Newly planted trees: The first five years are critical in the establishment of trees in the park. Special care, especially with regard to hydration shall be taken during this time. Once established, the trees should be revisited to make corrective pruning cuts to reduce or remove co-dominant stems, and to remove dying, diseased, decayed, crossed or rubbing branches. No fertilizer shall be used on the trees unless dictated by a soil test specific to that planting location

Signature trees: Some mature trees are especially important to the collections at the arboretum because of their heritage or importance of their species. Special care shall be taken to protect these trees as they are sentinels among the collections. They shall be watched more closely and their pruning cycles shall be more frequent than those of most other trees. At times, more extreme measures may be taken to preserve these trees (e.g. lightening protection, treatment for Bacterial Leaf Scorch, Phytopthera, Bleeding Canker etc.).

Pruning cycles of signature trees depend largely on the location of each tree and its consequence of failure. Trees located directly over targets receive greater attention than those along natural borders or in areas of reduced target value. So called 'hazard' trees, are monitored regularly for changing defects which may cause them to be unstable.

All trees: As disease and insect pressures rise and fall, protection of signature trees becomes important. This is currently the case with the invasion of Emerald Ash Borer. While deemed cost prohibitive to protect all Ash trees, we do consider it important to preserve some because of their importance for their species.

Whenever treating for insects or diseases, care shall always be taken to minimize impact to non-target biota.

When a tree is removed, care shall always be taken to not export any plant material that may be infected or infested. Depending on the situation; care should be taken to carefully and properly dispose of this material on site.

Education

A bulletin board close to the Lovers Lane entrance to the park has information on the park and its trees. It also posts upcoming events.

A selection of signature trees, large enough to support signage, has aluminum tag with stainless steel screws and springs. These tags include the arboretum logo, and botanical (including cultivar or variety) & regionally common name.

The Board of Trustees hosts arboretum tours for the public.

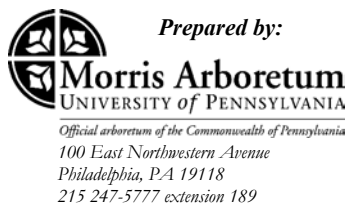
Tree rescue events are organized during the spring and the fall.

A website www.marquandpark.org with information and park event is maintained.

TREE MANAGEMENT PLAN FOR MARQUAND PARK, PRINCETON NJ



Prepared for:
The Marquand Park Foundation
Pam and Roland Machold
713 Prospect Ave
Princeton, NJ 08540



Prepared by:
Robert Wells
ISA Board Certified Master Arborist NJ 0142B

May 23, 2014

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Image # 1 – View of the threadleaf Japanese maple # 651
As seen from the moss sawara falsecypress # 659

I. EXECUTIVE SUMMARY

During the spring of 2014, at the behest of the Marquand Park Foundation Board, the Urban Forestry Consulting Group from the Morris Arboretum of the University of Pennsylvania conducted a tree inventory and assessment, mapped and updated tree locations, and documented existing conditions for 714 trees at Marquand Park. In the course of the tree inventory process, trees were assessed for life expectancy, safety, aesthetic contribution, pruning requirements, cable support requirements, and pests. Each of these trees has been geolocated and entered into a Global Information System (GIS) computer

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Tree Management Plan for Marquand Park

program by ESRI that is now available to the public online. Two versions have been created, one for the Board and the Open space Manager from the Municipality and the other for the general public. The Board version has editing capabilities and the general public version is read only. Each pin on the web map indicates the location of a tree that when clicked on will show a drop down box with most of the pertinent data about that tree.

For the purposes of this study we define a tree as any woody stemmed plant over 6" in Diameter at Breast Height (also referred to as DBH). Circumference at Breast Height (referred to as CBH) is our primary metric for measuring the size of a tree. In general, shrubs and herbaceous material are not included in this study. However, several multi-stemmed plants with stems smaller than 6" were accessioned in this inventory when we felt that they merited special attention or had some unique management considerations. In the consolidated inventory sheets in appendix 6, the cells shaded pink in color within the CBH column indicate a multi-stemmed plant.

This comprehensive inventory and assessment of the existing trees will become an important tool in the management of the collection that will hopefully enable the Board to make decisions regarding removals, pruning, and selection of new plants as well as cost projections for the future. It will also help Marquand Park achieve status as a Certified Arboretum and guide the implementation of policies concerning accession of new plants and care of the existing collection.

One hard copy of this report, the accompanying data sheets, and some additional information and articles will be delivered to Pam Machold, Marquand Foundation Chair, of 173 Prospect Ave. Princeton for safekeeping. Copies of this report and data in Excel format will be distributed to the remaining Board members electronically via Dropbox. Data on individual trees within the Park may be accessed by opening that Excel sheet and highlighting any of the tabs at the bottom. The categories of the tabs are as follows:

1. Full Inventory
2. Consolidated Inventory
3. Woods Area Inventory
4. Public Gardens Area Inventory
5. Species composition
6. Genera composition
7. Recommended Tree Removals
8. Recommended Pruning
9. Life Expectancy of each tree (based on visual health assessment)
10. Ash Management recommendations & list of all ash
11. Mulch Ring recommendations with map and list of 42 trees that need them
12. Recap of all pertinent statistics
13. Key to spreadsheet codes and abbreviations

II. RECOMMENDATIONS SUMMARY

These recommendations are summarized from and follow the format of this report's body and the general observations made during the consultants' site visits.

1. Tree Assessment Recommendations: This section's recommendations address arboricultural activities, such as tree pruning and removal, directly related to the tree inventory and assessment findings.

Tree Removal and In-Depth Inspection Recommendations:

- Make immediate arrangements to remove the nine (9) "A" and "B" priority trees that have been deemed as hazardous.
- Decide if and when to address the thirty (30) low-priority "C" and "CR" removals.
- Arrange to immediately perform the resistograph tests on the three (3) trees that have been designated as requiring further investigation.

Tree Pruning Recommendation:

- Make immediate arrangements to prune all of the twelve (12) "A" priority trees that have been deemed to have limbs that are especially hazardous.
- Schedule the pruning of the 146 trees in the "B" category for next year.
- Decide if and when to address the 263 trees in the "C" category that have lessor priority pruning needs.
- Make a long range plan as to how to meet the ongoing pruning needs in the Park. Engage in a frank discussion with the Municipality as to how this can best be done.

Tree Life Expectancy Recommendations:

- Anticipate budget requirements for the 56 trees expected to live less than five years. Some of these will be included in the immediate pruning and removal contract. The remaining ones should be identified and reviewed after the initial contract is completed.
- Create a long range tree maintenance plan that will address the issue of age diversity in the tree collection. This plan will set goals and guidelines for new accessions and tree planting. This document will become a key component of the submission to Morton Arboretum for Certified Arboretum status.

2. Tree Insect and Disease Recommendations: This section's recommendations address major pests observed or anticipated in Marquand Park and the impact that they may have on tree management activities and planning.

Plant Health Care Recommendations:

- Recommendations for the formation of a subcommittee to administer the Plant Health Care (PHC) Contract are outlined here.
- It is recommended that a PHC Manual or set of guidelines be written by this committee to guide the future care of the collection and the Arboretum as a whole.

An exemplar of a piece of the suggested manual is detailed here giving some examples of a few of the insect and disease challenges that may face Marquand Park in the future. It is not meant to be a

comprehensive list.

Emerald Ash Borer and Ash Management:

- Make arrangements for the immediate removal of the two white ash (#613 & 614) near the play areas in front along Lover's Lane. These two trees are identified as being particularly hazardous and are included in the list of nine trees recommended for immediate removal.
- Make arrangements to perform the resistograph test on white ash #190 that leans significantly over Mercer Road.
- Carefully examine the seven (7) white ash that have been identified as marginal specimens that have an anticipated life span of less than 15 years. Project out the costs of treating these trees with an insecticide for the next 10 years and weigh the costs of treatment versus the benefits derived. Make a decision based on this analysis as to whether or not these 7 ash should be removed or preserved.
- Make immediate arrangements with Pepper Deturo of Woodwinds to treat the fifteen (15) ash with a systemic insecticide. Meet with him on site to identify, locate and tag these trees to avoid confusion and to make a decision as to the most appropriate insecticide and mode of application.
- Develop a set of guidelines and recommendations for control and management of Emerald Ash Borer for dissemination to the Shade Tree Commission and the community at large as an outreach program and key component of the Marquand Park Arboretum management Plan.

3. Various Tree Management Recommendations: This section's recommendations address various and important issues affecting Marquand Park's tree management and planning activities.

Tree Species Diversity Recommendations:

- The Marquand Park Foundation should appoint a separate subcommittee that would be tasked with developing a list of recommended future plantings in both the Public Gardens Area and the Woods area. These recommendations should reflect the overall goals of these separate areas and continue to plant trees to provide species (and age) diversity. In general, underrepresented natives should be planted in the Woods area and exotic non-invasive trees of particular aesthetic qualities should be planned for the Public Garden area.
- *Acer* species should be planted less often (or not at all) so that, in the future, the tree diversity will meet the 10-20-30 rule.

Tree Planting Recommendations:

- Continue to augment the Marquand Park Arboretum with unusual and worthwhile tree species in the Public Garden area.
- Plant tree species that are adapted to the site conditions
- All tree planting activities should follow the ANSI A300 (Part 6) standards and the Best Management Practices companion publication.

New Tree Pruning Recommendations:

- New trees should be structurally pruned as necessary.
- Develop an outreach program for the community at large concerning the importance of structural pruning in developing worthwhile and hardy trees for the future.

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Mower Damage and Mulching Recommendations:

- Make immediate arrangements with Joan Davio of Greenscapes to install the 42 mulch rings as listed on the separate Excel sheet within this report.
- Develop a secondary list that will include the approximately 60 remaining trees that should have mulch rings established.
- Develop guidelines and recommendations concerning proper mulching that will become part of the arboretum Management Plan.
- Develop an outreach program that will assist the community in understanding the benefits of correct mulching and the long term stress that is placed on a tree when Mower Root Damage and Mower Trunk Damage occur and turf is maintained within the drip line of a tree
- Develop guidelines and recommendations for mowing contractors to communicate the importance of not hitting exposed roots or trunks with mower decks or string trimmers (MRD & MTD)
- Use turf mowers with mulching blades during the fall to mulch the leaves into the turf and soil.
- Mulch should never be placed in direct contact with the trunk.
- Mulch should be a maximum of three inches thick.
- If decomposed mulch is too thick, use a hand-held spring steel-headed grass rake to distribute the excess organic matter under the tree's canopy.
- Large tree roots should not be harmed if the edge of mulch rings is delineated by manually.

Girdling Root Recommendations:

- Include guidelines and explanation of Stem Girdling Roots (SGR) in the Management Plan. Include this as part of the outreach mission to the community at large.
- When planting new trees, girdling roots should be removed or repositioned if possible.
- Inspect new trees for girdling roots at the nursery and, if discovered and severe, the tree should not be purchased.
- When planting new trees, decompact the soil using an air spade in as large an area as feasible around the planting hole. Care should be taken not to disturb established tree roots.
- Perform an air spade investigation on the Engelmann spruce to determine if there is a SGR.

Plant Health Care – (PHC) - Program Recommendations:

- A subcommittee should be established to administer the PHC Program.
- Accurate records of site visits, insect and disease conditions observed and treated must be maintained. MSDS sheets for any insecticide application must be retained.
- Primary goal of PHC program is preservation of the collection by managing insect and disease conditions at acceptable levels through minimal use of insecticides.

4. Administrative and Organizational Recommendations: This section's recommendations address administrative and organizational issues that impact planning and managing Marquand Park's Tree Collection

Periodic Inspections and Updating the Tree Assessment Recommendations:

- The Foundation should plan and budget for periodic updates of the tree inventory/assessment.
- Tree assessment updates should be performed by an appropriately qualified person who possesses

sufficient education, training, and experience in inspection techniques and tree hazard detection.

Maintaining the Tree Inventory & Assessment Spreadsheets and Collector map

Recommendations:

- Decide who will have the responsibility to maintain the Collector map and tree inventory and assessment spreadsheets.
- This person should have a working knowledge of GIS and MS-Excel software.
- Establish security and access protocols, such as password protection or access as read-only, to the GIS and spreadsheet data.
- The Morris Arboretum Consultants could maintain the tree inventory & assessment spreadsheets and GIS map if requested

Tree Tagging Recommendations:

- Develop a list of the missing or destroyed ID tags.
- Design, order, and install appropriate tree tags.

SIGNIFICANT FINDINGS AND RECOMMENDATIONS

Marquand Park should be regarded as two distinct and separate ecosystems that each have their own distinct management needs and goals. For the purposes of this report, I refer to them as the **Woods Area** and the **Public Garden Area**. (Refer to the map in Appendix 2 to see the delineation between these two areas).

Of the **714** identified trees in Marquand Park, **458** of them occur in what we have chosen to designate as the Woods Area. This is primarily the densely wooded area along Mercer Road and north to the first paved path. Each of these trees now has a small aluminum tag affixed to the trunk at eye level with the individual accession number of each plant stamped on its surface. The Woods Area is composed of **46** different species, 30% of the trees are sugar maple (*Acer saccharum*), 11% are tulip poplar (*Liriodendron tulipifera*) and 9% are Norway maple (*Acer platanoides*). Many of the older tulip poplar, white oak, black oak, red oak, American beech and hickories are quite large and especially awe inspiring. Future work in the Woods Area should adhere to the protocols of ecological restoration with an emphasis on native plantings and removal of invasives where practical. The inventory of the trees in the Woods Area can be found in Appendix 4.

The remaining **256** trees are located in the Public Garden Area of Marquand Park. This area is comprised of the open playing fields, playground, sand lot, parking lot and the sections of open lawn and paved pathways. We chose not to affix the aluminum tags on these trees as I felt that it might be visually intrusive and the great majority of these trees already have high quality signage attached to the trunk with both common and Latin names printed on them. Within this area there are **124** different species of trees, many of which are rare or exotic species that are a legacy of the original estate. It is my opinion that this section of the Park should be designated as an Arboretum and that official status as such should be pursued through the Certification Program at the Morton Arboretum in Chicago. This portion of the Park should be managed very differently than the Woods Area where exotic plants of merit should be welcomed and cared for as in a museum. A written accession policy outlining future planting and collection goals as well as management guidelines should be written & codified. The Inventory of the trees in the Public Garden Area can be found in Appendix 5 below.

The Full Inventory found in Appendix 6 includes both the Woods Area trees as well as the Public Garden Area trees. The Full Inventory shows most of the columns that we used to collect data about each tree and is printed on legal sized paper. A consolidated version of the Inventory occurs immediately after that in Appendix 10 and is printed on standard 8.5" x 11" stock. Cells that are shaded under the column CBH1 indicate trees that are multi stemmed.

The data from the full Inventory has been sorted into nine separate spreadsheets under the following needs categories:

1. **Woods Area** – This is a comprehensive inventory of all 458 trees of 46 different species that are found in the wooded section of the Park (see accompanying map that delineates this area). The understory plants in this area consist of small diameter trees, shrubs, and perennial and annual low plants. There are no lawn areas within the Woods Area portion of the Park.
2. **Public Garden Area** – This is the classic Arboretum portion of the Park that is bounded by Lover's Lane on the west, Stockton Street and the Institute home to the north, Guernsey Hall on the south, and the paved walkway on the east side that abuts the woods and leads to Mercer Road. The understory in this area is characterized by open turf areas and maintained lawns for recreation and leisure purposes.
3. **Tree Removals** – Suggested tree removals in this section are rated from A to C in terms of urgency and associated risk. There are **10** trees that have been classified as A or B priority removals that should be attended to in the immediate or near future as they pose a potential hazard to pedestrians, motorists or cyclists. There are **18** trees that are dead or nearly so, some of which can be left as habitat trees if they pose no risk. **16** others are designated "CR" for Consider Removal but pose a low risk factor.
4. **Tree Pruning** – Pruning is rated A to C, also in terms of urgency, but further modified by a numeral following the letter indicating the amount of pruning needed (1= a lot, 3= not so much). **9** trees have been identified as trees that require immediate pruning because of hazardous limbs over roads or pathways
5. **Life Expectancy** – rated from 0 = dead tree, <5 for trees expected to die within 5 years, 5 to 15 for trees that are somewhat compromised or showing signs of decline, and >15 for trees in good to excellent condition that can be expected to live at least 15 years or more. 92.3% of the trees have a life expectancy over 5 years, and 75% have a life expectancy of greater than 15 years.
6. **Species Present:** 142 different species of trees were observed and are listed here including the percentage of each within the collection. One species alone, *Acer saccharum*, comprises almost 20% of the entire collection, while many others are single representatives.
7. **Genera Present:** These 142 different species fall within 64 different Genera as listed. 20 of these Genera, however, comprise more than 85% of the trees in the collection. The information provided by these two sections will hopefully assist the Board in making future plant choices and establishing guidelines for future
8. **Mulch Rings Needed:** 42 trees in the Public Garden Area near the front are identified as having various degrees of Mower Root Damage (MRD) and/or Mower Trunk Damage (MTD) from mowers or other mechanical devices. It is recommended that these trees have mulch rings installed around the trunks of each of them and a thin layer of wood chip mulch spread within that area.

Tree Management Plan for Marquand Park

9. **Ash Management** – 24 white ash (*Fraxinus americana*) are found in Marquand Park. Two of these should be removed immediately and 14 of these should be treated with an insecticide to prevent them from being killed by Emerald Ash Borer (EAB). EAB has been discovered two weeks ago in Bridgewater NJ less than 20 miles from Princeton and now poses a threat to all ash in New Jersey.

RECAP OF TREE-RELATED FINDINGS

<u>Item</u>	<u>Number</u>	<u>% of Total</u>
A. Total number of trees on Inventory	714	
Total number of trees in Woods Area	458	64%
Total number of trees in Public Garden Area	256	35.90%
B. Total number of tree species present	143	
Total number of Genera represented	64	
C. Tree Life Expectancy		
>15 years	544	75%
5-15 years	124	17.30%
<5 years	38	5.10%
Dead	18	2.50%
D. Tree Removal		
A - High Priority	4	0.56%
B. - Intermediate Priority	6	0.84
C. - Low Priority	13	1.82
Consider Removal	16	2.24
Hazard Inspection	3	0.14
E. Pruning		
Number of trees with pruning needs	424	59.40%
A. - Highest Priority - (A1-3, A2- 6)	9	1.20%
B. - Intermediate Priority (B1-28, B2-87, B3-37)	152	21.30%
C. - Low Priority (C1-19, C2-63, C3-18)	263	36.90%
F. Risk		
Number of trees with some degree of risk	441	61.85
Extreme	1	0.14
High	7	0.98
Moderate	29	4.07
Low	354	49.65

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III. INTRODUCTION

A. Background

Marquand Park is a 17-acre arboretum and recreational area located on Lovers Lane in Princeton, New Jersey. It contains walking paths, a baseball field, and attractions for children such as a sandbox and a play structure as well as picnic and seating benches throughout the Park. Approximately half of the Park is passive wooded area with pathways wending through it, while the other half is used for recreation in a public garden setting. This area is characterized by open turf, the baseball diamond, and the children's play area interspersed with a very fine selection of mature trees and shrubs throughout.

Marquand Park was originally the property of the Princeton University professor Judge Richard Field, who bought 30 acres of farmland in 1842 for his personal estate. Fields and others began developing the land as an arboretum, and its development continued under Susan Brown, who acquired the land in 1871, and under Princeton University Professor Allan Marquand, who acquired the property in 1885.

In 1953, 17 acres of the land were given to Princeton borough by the Marquand family, and in 1955 a non-profit foundation was created to care for the park. Under the care of the Marquand Park Foundation, over 100 new species and trees of shrubs have been donated to the park or purchased by the foundation.

Eight of the largest trees of their species recorded in New Jersey are found in the park. Other well-known trees there include a dawn redwood, a species thought to be extinct until it was discovered in China in 1944, and a threadleaf Japanese maple, which is well known for the corkscrew-like shape of its trunk and branches.

Preserving these and the other park trees and reducing tree-related safety problems are prudent goals for any strategic planning process. At Marquand Park, documenting existing conditions will be an important resource for management and planning.

In April-May 2014, the Morris Consultants inventoried and assessed the Park's trees within the project boundary as shown in Appendix 7, and produced this tree management report.

B. Assignment

The Morris Consultants Scope of Work: A proposal, dated 02 April 2014, offered the following scope of services:

1. **Complete an action-based tree assessment:** This inventory/assessment service documents and prioritizes the nature and quality of the Park's trees. The tree inventory and assessment information was recorded directly into an iPad tablet using ArcGIS online software and

Tree Management Plan for Marquand Park

Collector, an ESRI mobile data collection application. The proposal's scope included 360 trees; however, 714 trees were inventoried and assessed.

2. **Tree Mapping & Tagging:** The Morris Consultants produced a feature class layer with an attribute table in Collector. The Collector map shows each tree's location, inventory number, and the tree's life expectancy. Trees within the wooded area were tagged with small pre-numbered tags to facilitate finding a specific tree in this section.
3. **Produce this Tree Management Report:** Information from the tree inventory and assessment was synthesized and recorded in this Tree Management Report, which consists of methodology, inventory techniques, assessment criteria, statistics, findings, discussions, recommendations and appendices.

C. Setting Priorities for Tree Management

Trees are the most important green resource at Marquand Park. The mature trees contribute to a sense of place by defining spaces, screening and framing views, providing shade and wildlife habitat, mitigating stormwater flows, and providing other important benefits. Their contributed and perceived value warrants efforts to manage and preserve them. Tree management must plan for the care of existing landscape trees while periodically planting new trees. Effective and stable landscapes must strive for a mixed-age tree population. This means that trees must be planted routinely to replace trees that perish.

Throughout this report, we recommend that **safety-related issues** be addressed first. After all safety concerns have been addressed, resources should be allocated to **maintaining the health of the existing trees** to prevent conditions that would shorten their life expectancy or create safety hazards. While it may be tempting to base decisions on **aesthetic concerns**, such issues should only be addressed *after* safety and tree health.

This tree-management priority scheme – safety first, then maintenance of tree health, and finally aesthetics – is perhaps most useful when undertaking tree removals, pruning, and cabling. Not all trees that require these maintenance tasks need immediate attention to alleviate risks to people or property. In light of this, our assessment of required removals, pruning and cabling categorizes each tree as high-priority, intermediate-priority or low-priority. These categories parallel the management priority scheme described above.

To maintain tree health in the Park, it is essential to schedule tree management activities. Appendix 6 offers a tree-related management schedule that can help guide management activities and resource allocation.

TREE MANAGEMENT AT MARQUAND PARK

Preserving, protecting, and enhancing Marquand Park's tree resources *requires continued proactive management and budgeting support*. Simultaneously, it is important to plan for and plant a modicum of new trees, remedy tree-related safety hazards, and manage trees so they can fulfill their aesthetic contributions. We recommend that funds continue to be allocated to provide routine tree care. Part of the routine tree care budget should target systematic and periodic tree inspections to discover, prioritize, and remedy new tree conditions over time. From a management and budget perspective, it is

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noteworthy trees at Marquand Park are mature, so the associated maintenance costs will be higher than for a landscape comprised of young trees.

D. Report Body Structure

This report's findings, discussions and recommendations are divided into four sections to facilitate using and reading the report. The sections are as follows:

1. **Tree Assessment: Findings, Discussions, and Recommendations:** This section of the report will address the arboricultural activities that are recommended for immediate and ongoing action. As mentioned above, they include tree pruning and removal, mulch ring installation, ash management and other items that are directly related to the tree inventory and assessment findings.
2. **Tree Insect & Disease Pests: Findings, Discussions, and Recommendations:** This section addresses major pests present or impending in the short-term at Marquand Park which impact tree management activities and planning.
3. **Various Tree Management Findings, Discussions, and Recommendations:** This section's topics address various important issues affecting Marquand Park's tree management and budgeting activities.
4. **Administrative and Organizational Issues: Findings, Discussions, and Recommendations:** This section's topics address administrative and organizational issues that impact planning and managing the common area tree resource.

These sections are not arranged by priority; therefore, it is vital to read all sections of the report body to fully understand tree management issues at The Park.

IV. TREE ASSESSMENT: FINDINGS, DISCUSSIONS, AND RECOMMENDATIONS

Introduction: This section's topics address arboricultural activities, such as tree pruning and removal, mulch ring installation, ash management, and other items that are directly related to the tree inventory and assessment findings. Detailed recommendations applicable to individual trees are made in the spreadsheet data appended to this report. A summary of the findings and recommendations for the inventoried and assessed trees are as follows:

A. Tree Removal and In-depth Inspection

Recommendations for tree removals are based on the following considerations:

- *High-priority* removals ("A") are those that pose an immediate safety hazard due to their structural condition and location near high-traffic areas or structures. They should be addressed as soon as possible.
- *Intermediate-priority* ("B") removals include trees with defects such as dead or dying trees that can fall onto less-trafficked areas.
- *Low-priority* ("C") removals include dead and/or smaller trees or other trees likely to fall completely within infrequently-used areas.

These categories are coded as A, B, and C in the "Re" (removal) column of the appended tree assessment spreadsheets. Trees identified as A and B priority removals are typically adjacent to highly-used areas or could fall on "targets" such as buildings or structures. C priority removals are typically trees well within mown areas, small trees, or trees that could impact low-rated targets.

Removals by Priority: Of the 714 assessed trees, **39** trees were recommended for removal.

This is 5.49% of the total inventory

- 4** of these were found to be high priority or "A" category for **immediate action**.
- 6** were found to be in the intermediate or "B" category **also for immediate action**.
- 13** trees are in the "C" category or low priority
- 16** trees are designated as "CR" or "Consider Removal"

Thirteen trees were low-priority removals which can be removed when budgets warrant or if staff or residents feel that the landscape aesthetics are suffering. Lower tree removal costs can usually be obtained by removing these trees during the winter because it is the arboricultural industry's slow time of year.

Consider Removal: In addition to the outright removals, twelve trees should be considered for removal (marked "CR" in the "Re" column of the tree assessment spreadsheet). Typically, these trees have low life expectancies and a plethora of other issues that may not make them worthy of the time and expense necessary to extend their lives. It is often advantageous to make a decision about the fate of these trees before scheduling a tree contractor for other arboricultural-related activities such as tree pruning or removal.

In-depth Safety Inspection: ("HI") Three trees were found that require an in-depth inspection to determine their safety and risk potential. An in-depth inspection is a progressive process that involves

gathering of visual clues, identifying and measuring defects, and diagnosing problematic conditions. Use of a resistograph to determine degree of hollowness in the stem is recommended.

B. Tree Pruning

Pruning is the most important ongoing maintenance task for Marquand Park's trees. The techniques used in pruning and the position of pruning cuts can greatly affect a tree's long-term structural integrity and safety. For this reason, it is *essential* to use qualified, properly-trained contractors and/or staff who understand the trees' physiological responses to pruning and are familiar with young tree pruning techniques that promote good structure in the future without jeopardizing the tree's biological health.

General pruning recommendations (marked "G Pr" on the tree inventory and assessment spreadsheets) include both priority and amount of required pruning and are assigned by considering multiple factors. These factors include safety issues such as the severity of a defect, probability of damage or injury, and size of the branch, limb, or trunk. Priority also considers the tree's long-term structural development and aesthetics. The three assessment categories are as follows:

- **"A" - High-priority** pruning, such as a large, dead branch showing fungal conks (codes A1, A2 or A3 on the tree assessment spreadsheet).

Twelve (12) trees were identified in the "A" category with conditions that are potentially hazardous that should be pruned immediately.

- **"B" - Intermediate-priority** pruning, such as a 3-inch diameter dead branch that could fall on a less used walkway (codes B1, B2 or B3 on the tree assessment spreadsheet). *These trees should be addressed only after all high-priority pruning is completed but should not be ignored.*

146 trees were identified in this category as having a moderate degree of risk associated with them. These trees should be pruned within the next year. The annual pruning activities should address all intermediate priority trees before pruning of the low priority trees. The strategic goal of the Foundation should be the elimination or minimization of any potentially hazardous tree conditions as identified in the "A" and "B" categories

- **"C" - Low-priority** pruning refers to trees that have pruning needs but are located within infrequently used areas (codes C1, C2 and C3 on the tree assessment spreadsheet). *These trees should only be addressed after all high- and intermediate-priority pruning is completed. In most cases, "C" priority tree care is recommended primarily for structural pruning for young trees or aesthetic considerations in older trees.*

Of the 714 assessed trees, 421 or 59% had some need of pruning. 12 trees were found to have high priority pruning needs. 146 trees were identified as having pruning needs that are of intermediate urgency and 263 are designated in the "C" or low priority category. The specific recommendations for each tree can be found under the Specific Pruning ("S PR") column of the tree assessment spreadsheets.

C. Tree Life Expectancy

Tree life expectancy is an estimation of how long an individual tree will survive given its specific set of circumstances and “normal” environmental conditions. It is a subjective judgment made by the arborist assessor about an individual tree on the tree inventory. Tree health, damage, location, and many other factors influence the decision about life expectancy.

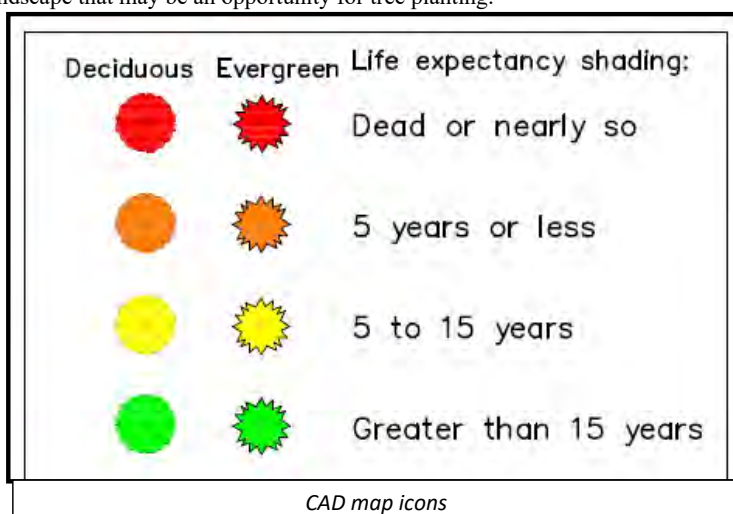
Using four categories to designate life expectancy, the Morris Consultants found the **714** assessed trees to be distributed as follows:

- Dead or nearly so: **18** trees = 2.5%
- Less than five years: **38** trees = 5.1%
- Five to fifteen years: **124** trees = 17.3%
- Greater than fifteen years: **544** trees = 75%

Many dead trees and trees in the “less than five years” category are recommended for removal and have been assigned a priority under removal recommendations.

Removal and replacement budgets should be programmed over a five-year period for those assigned to the less than five years category. The life expectancy of many of the trees in the “5 to 15” year category may be extended if health or structural problems are addressed in a timely way. The “greater than 15 year” category are worthy of routine preventative health care treatments as may be warranted.

The GIS map provided with this report visually represents the trees’ life expectancies at Marquand Park as determined by the assessors during their fieldwork. This map helps to identify the “weak” areas of landscape that may be an opportunity for tree planting.



V. INSECT AND DISEASE CONTROL RECOMMENDATIONS

A. Recommendations for Management of PHC Contract

1. A separate sub-committee of the Marquand Park Foundation should be formed to address the ongoing care of the plant collection in regard to the management of insect and disease conditions that may pose a threat to the health of the trees. This committee should be in charge of monitoring the Plant Health Care (PHC) contract and develop key plant/key pest guidelines for future.

2. Develop a set of guidelines for the ongoing Plant Health Care (PHC) plan for the Marquand Park trees. This should be a written document that outlines the terms of the PHC contract with the private arborist. The DeTuro family of Woodwinds has performed this service diligently for many decades and in the opinion of this observer that arrangement should be kept in place.

- Records of the scouting visits, pests or tree conditions noted, and applications of insecticide or fertilizer should be kept and provided to the Board on a regular basis. All MSDS sheets kept.
- A list of key plants and pests should be kept and reviewed periodically along with the scouting reports to assist in the management of insect and disease conditions in the Arboretum.

B. Suggested Outline for the Marquand Park PHC Manual

(This is not a comprehensive manual but a guideline for how one might be structured)

1. Tree Stress and its Relationship to Insect Damage

Fundamental to a set of guidelines for a PHC Program is an understanding of tree stress and its relationship to insect damage. A suggestion for this section of the guidelines might be as follows:

The fundamental concept for insect and disease control is to maintain a proper growing environment to encourage their vigor. Vigor should not be interpreted as rapid growth since very fast growth, especially when induced by over fertilization, can make a tree more prone to pest problems. Good cultural practices such as proper planting, irrigation, promoting good soil conditions, etc., are crucial for vigorous growth.

When a tree, for whatever reason, is not growing vigorously, it can become stressed. Some insects, like borers, can sense chemical signals from stressed trees. Insect outbreaks can further stress trees by removing nutrients from the tree. When feeding on sap, insects can secrete “honeydew” that can fall onto leaves and promote fungus which can block sunlight from getting to leaf surfaces and cause a drop in photosynthesis, which equates to a drop in the tree’s energy production further reducing vigor.

Most trees are often able to withstand a certain amount of insect infestation. It is when pest populations build to very high levels that problems occur. Unfortunately, pests are not usually noticed until they are in abundance. Therefore, a program of regular and methodical tree inspection should be implemented at Marquand Park, especially during the spring months when many insect infestations occur. Tree inspection should include examination of bark, stems, and leaves for any signs of pests or abnormal appearance of these plant structures

2. Key Disease Conditions Observed and Anticipated:

a. Crab Apple Diseases: Common *Malus* diseases such as fire blight, apple scab, and cedar-apple rust may be an issue. Very few in the collection but they are in high visibility areas. Consider fungicide applications in early spring.

a1. Cedar Apple Rust:

Prominently-placed crabapples will show symptoms of cedar-apple rust. This fungus requires both an apple and cedar (or juniper) to complete its life cycle. On the cedar, the fungus produces reddish-brown galls that are up to golf-ball size on young twigs. During wet weather these galls swell and begin to push out bright orange gelatinous tubular structures. Wind carries fungal spores from these gelatinous structures to susceptible apple or crabapple cultivars.

Infection occurs when these spores land on a susceptible apple cultivar and moist conditions prevail. Small, yellow spots begin to appear on the upper leaf surface shortly after bloom. Spots gradually enlarge and become a bright yellow-orange color. These brightly colored spots make the disease easy to identify on leaves. In late summer, small tube-like structures (Figure 5) develop on the underside of the apple leaves. Spores are released from these structures and are blown by wind back to susceptible cedars or junipers, completing the disease cycle.



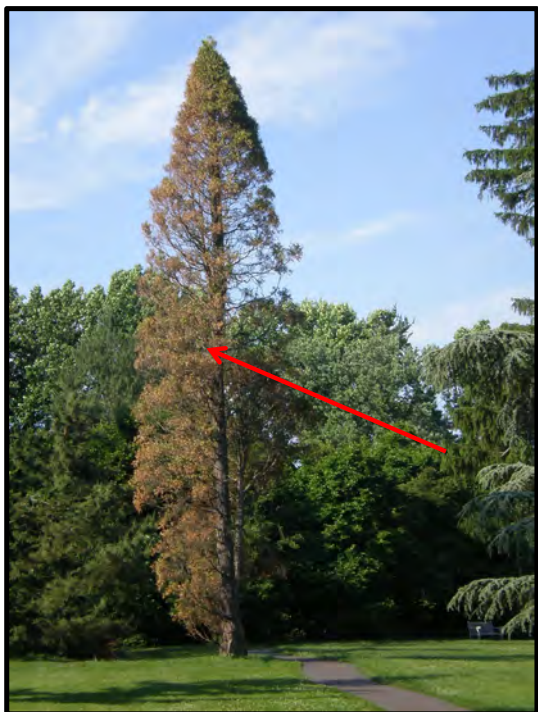
Figure 3: Cedar-Apple Rust on apple leaf.

In most cases, apple and crabapple trees are not seriously damaged by cedar apple rust. Heavily infected

leaves may drop prematurely and severe defoliation can cause reductions in fruit size and may weaken the tree. If defoliation occurs consistently for many years, the tree may decline and die.

a2. Bacterial leaf scorch: All of the red oaks should be visually examined during the summer scouting visit for any signs of dieback that might be associated with Bacterial Leaf Scorch.

a3. Seridium canker: Possible reason for decline of incense cedar #535. The fungus is transmitted by wind-blown spores on rain wetted branches and foliage. Drought stressed trees seem to be the most susceptible.



Seridium also affects Leyland cypress and certain species of Juniper

Image # 4 – The Incense cedar (*Libocedrus decurrens*) #535 at Marquand Park – This tree lost a major lead within the last two years. There is a significant cavity at the base of the tree. It has browned out very quickly this spring and there appears to be little chance for recovery. It is not a particularly hazardous tree at this point but it is unsightly and has been deemed “CR” for Consider Removal.

3. Insect Pests Noted and Anticipated in Marquand Park

a. Emerald Ash Borer recommendation: As outlined above, 15 ash should be treated now and a decision made as to whether or not to retain 7 marginal ones. A dialogue with Princeton Municipality regarding EAB should be initiated. An outreach initiative to the community and Municipality should be

established with informational alerts such as follows:

Emerald Ash Borer

Emerald Ash Borer (EAB) is one of the most significant challenges that ash (*Fraxinus*) trees face in our region. Since 2002, when it was first discovered in Detroit, this invasive exotic beetle has steadily spread, and has killed at least 200 million ash trees so far and threatens to kill most of the ash trees throughout

Deleted:

Tree Management Plan for Marquand Park



Figure 5: Emerald Ash Borer with penny for scale

North America. EAB has been recently (May 20, 2014) discovered in Bridgewater, Somerset County, New Jersey. Currently, there is no way of eradicating this pest; however, individual trees can be treated with systemic pesticide to preserve them.

Twenty three ash trees were inventoried in Marquand Park comprising 3.23% of the total trees in the Park. Of those 23 trees, 18 of them occur in the Woods Area and are all mature trees in excess of 10"DBH. The two largest ashes are 47" DBH and 40" DBH respectively and are well worth protecting.

There is a cost calculator for ash tree management at <http://extension.entm.purdue.edu/treecomputer>. This online calculator allows you to estimate costs for treating trees, removing trees, and replanting with resistant species. Also, up-to-date treatment options and explanations are listed as a PDF at www.emeraldashborer.info/treatment.cfm

More information about this pest and possible on- and off-site uses for removed ash wood can be found at www.paemeraldashborer.psu.edu

Estimated Cost of Ash Borer Injections:

EMAMECTIN (TREE-Äge) charge for treatment is 10 to 16 dollars per trunk diameter inch. The 10 dollar rate is for trees less than 20 inches diameter. The rate per inch is higher for bigger trees, up to 16 dollars per diameter inch in jumbo trees (over 40 inch diameter.) The treatment should be done biennially. Ongoing studies are suggesting that three year control may be possible with this chemical if administered at higher dosage. Further studies are needed before we can recommend it for three year control.

BOTTOM LINE COST amounts to about 8- 10 dollars per trunk diameter inch per year to provide optimal control of ash borers and other ash pests.

This information is from www.tree-doc.com/page/page/3788874.htm

A more detailed report from Ohio State University concerning the management options for protecting ash can be found in the appendix.

b2. Leaf miners: Primarily observed on *Ilex* and *Betula*.

b3. Hemlocks: Develop guidelines concerning adelgid, hemlock elongate scale and mites. Review and examine the remaining hemlocks to determine if continuing care is worth it. Consider accessioning Chinese Hemlock into the collection.

b4. Scale: A wide variety of scale insects are apt to be found on several of the trees in the collection, notably the magnolia

b5 - Pine Bark Borer: The trunks of all white pine should be examined for any signs of borer activity.

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b6. Tent caterpillar: An early season pest of *Prunus* species and easily controlled.

b7. Leaf chewing insects: this might include Gypsy Moth and Cankerworm as well as oak skeletonizer etc. that have been observed in the Park in years past.

b8. Taxus issues: Identify cause of declining *Taxus* next to *Pawloni*

VI. VARIOUS TREE MANAGEMENT FINDINGS, DISCUSSIONS, AND RECOMMENDATIONS

Introduction: This section's topics address various and important issues affecting Marquand Park's tree management and planning activities.

A. Tree Species and Age Diversity

Plant Species Composition Rule: The Morris Consultants use a 10-20-30 plant composition rule as a general guideline for plant diversity in parks or other large landscapes. The rule's premise is that a tree population should NOT consist of more than 10 percent of any one species, 20 percent of any one genus, or 30 percent of any one family.

Plant Classification Terminology: Plants are classified using a hierarchical structure; the higher levels are more general and the lower levels are more specific. The levels used in this report are **family**, **genus** and **species**.

The following example uses white pine, *Pinus strobus*, to illustrate these relationships.

More general	Family: Pinaceae contains pines, firs, spruces and related plants
↓	Genus: <i>Pinus</i> is a subset of Pinaceae that contains only pines
More specific	Species: <i>strobus</i> specifies a specific pine within the genus <i>Pinus</i>

This rule is often recommended in the management of large landscapes or city tree populations because of lessons learned from the Dutch elm disease epidemic. Aesthetically, it is more interesting and desirable to have a diverse selection of plants/trees within a landscape. Diverse landscapes decrease the potential for harm to the overall tree population in the event that a disease or insect attacks any one species by increasing distances from susceptible trees of the same kind. Also, the negative effects of any one disease or insect usually are minimized by having a diverse tree population, the idea being not to put "all of your eggs in one basket".

Tree Management Plan for Marquand Park

The Morris Arboretum Arboricultural Consultants found that Marquand Park has a rich diversity of trees in both the Woods Area and the Public Gardens Area. Sugar maple is the species that is most notably overstocked and *Acer* is the only Genera that exceeds the 20% rule.

Within the Woods Area:

- **Species** represented by the greatest number of individuals:
139 Sugar maple (*Acer saccharum*) – **30.55%** of 458 trees (guideline <10%)
142 *Acer saccharum* are found in the entire collection of 714 trees = **19.92%**
- **Genus** represented by the greatest number of individuals:
243 Maple (*Acer*) – comprise **34%** of entire collection (guideline <20%)
- **Family** representing the greatest number of individuals:

B. Tree Age Diversity and Planting

As mentioned in the Tree Species Diversity section, effective and stable mature landscapes must strive for a mixed-age tree population. Since trees have a limited lifespan, they must be planted routinely to compliment new facilities, landscape designs, and to replace trees that die or structurally fail. At The Marquand Park it is important to continue to plan for and plant the next generation of trees. What tree species to plant and where to plant them should be guided by a landscape master plan that identifies potential tree planting locations and reflects a comprehensive design approach that considers building placement, views and vistas, maintenance, and diversity. A list of suggested tree species is offered in the appendix that can be used with the tree diversity information to choose species.

Trees should be planted to promote a diversity of ages as well as species. All tree planting activities should follow the *ANSI A300 (Part 6) - for Tree Care Operations – Tree, Shrub, and Other Woody Plant Maintenance – Standard Practices (Transplanting)*. There is a companion ANSI A300 (Part 6) Best Management Practices booklet which guides the reader about how to properly plant trees.

Choosing trees species that are adapted to the Park's site conditions is important to help assure trees' longevity, health, and landscape usefulness.

C. Pruning Newly-Planted Trees

Structural training (pruning) is a multi-year investment requiring evaluation and corrective pruning on an annual basis. For recently planted trees, structural pruning is usually necessary to develop the proper branch and dominant leader architecture so that growth will yield a healthy, structurally sound tree.

All newly-planted trees should receive their first structural pruning two to three years following planting.

Along with dead, diseased or broken branches, structural pruning can be done judiciously when a tree is planted. Care should be taken no to over-prune because the tree is stressed from transplanting and requires as much of its leaf canopy as possible in order to manufacture food and increase root growth

for proper establishment. Structural pruning should be accomplished on a three-year cycle due to the relatively fast growth rates of younger trees.

An excellent website that discusses new tree structural pruning is:
www.treesaregood.com/treecare/pruning_young.aspx. A link to an informative brochure “Pruning Young Trees” is on that webpage as well and many instructive articles can be found on the web.

D. Mower Damage

Fifty-four trees, or over 20% of the trees in the Public Garden Area, were noted as having been damaged by mower/string trimmers. Most of the mower damage is inflicted on landscape trees in grass lawn areas.

This damage to the trunk flare (base) and surface roots is presently occurring and, as indicated by the condition of existing wounds, has been occurring for some time. Wounds caused by grass cutting activities affect long-term tree health by providing an entry point for disease and can compromise the tree’s anchorage.



Mower-induced wounds will have a subtle but cumulative negative effect to tree health because the cell layer where new growth occurs is compromised. This damage must stop to help assure that trees are long-lived and remain vigorous.

The best way to alleviate mower/string trimmer damage is to educate mower/string trimmer contractors/operators that contacting trees with mower decks or string trimmers is an unacceptable maintenance practice that produces undesirable results. If turf maintenance is by contract, the contract language should include verbiage explaining the Board’s expectations about not harming trees, and follow-up with a periodic inspection. If turf maintenance activities are performed in-house, mower/string trimmer operators must understand that contacting trees with mower decks or string trimmers is an unacceptable maintenance practice that produces undesirable results. Supervisors should carry out periodic quality control inspections as well.

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To help alleviate this type of damage, remove as much of the turf as possible around the tree's base and either leave it as bare soil or replace it with good quality mulch. Removing the grass around the tree's trunk will make mower/string trimmer operators' job easier and will remove their reason to get close to the tree's trunk. Also, since grass competes with tree roots for resources, turf removal will have the added benefit of promoting tree growth and health.

To remove turf around trees, spray the area with Roundup® or Rodeo® (chemical compound: glyphosate) or their equivalent around the base of trees in lawn area so that it is unnecessary for mowing equipment to get close to the tree's trunk flare. Larger areas are recommended around trees with surface roots that are susceptible to damage from mowers. **Care should be taken to avoid spraying the trunk of thin-barked trees, or the trunk, roots, or any suckers arising from the trunk or roots.**



Image #7 - Tree root area showing mineral soil after dead grass decomposes

If the area around the tree's base is to be mulched, mulch as much of the tree's surrounding area as is possible or practical, using no more than three inches of material. **Mulch should not be placed in direct contact with the trunk.**

E. Mulching

Mulching Mowers: Tree leaves are an important and free source of nutrients and organic matter. Decomposing leaves and twigs improve the soil's nutrient-holding capacity, and is a resource that should be retained and used on site. Turf mowers should be used during the fall to mulch the leaves into the turf and soil. If not already done so, the mowing would be more effective if specialized mulching blades are used.

Mulch Rings: Mulch not only reduces soil compaction, but reduces turf competition, stabilizes soil temperature, increases moisture absorption, reduces evaporation, and replenishes soil organic matter to the soil. Organic matter is valuable to the tree as a nutrient source. As it decomposes essential nutrients are released into the soil. It is also important to soil dwelling organisms such as earthworms, mycorrhizae¹ and beneficial bacteria.

However, mulching should be done correctly so it will not harm the tree.

- **Mulch should never be placed in direct contact with the trunk.**
- **Mulch should be a maximum of two inches thick.**
- If decomposed mulch is too thick and starting to mound, spread the excess organic matter out under the tree's canopy. Using a hand-held spring steel-headed grass rake is ideal for this purpose.

¹ Fungus that forms a symbiotic association with tree roots that is vital for tree survival.

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- Large tree roots should not be harmed if the edge of mulch rings is delineated by manually using an edging shovel. If physically defining the edge of the mulch is absolutely necessary, the operator should use their weight and stand on the shovel to penetrate the soil rather than just using their arms to drive the edging shovel blade into the ground. Also, consider the procedure of not cutting into the soil at all, and placing the mulch carefully to define the mulched edge.

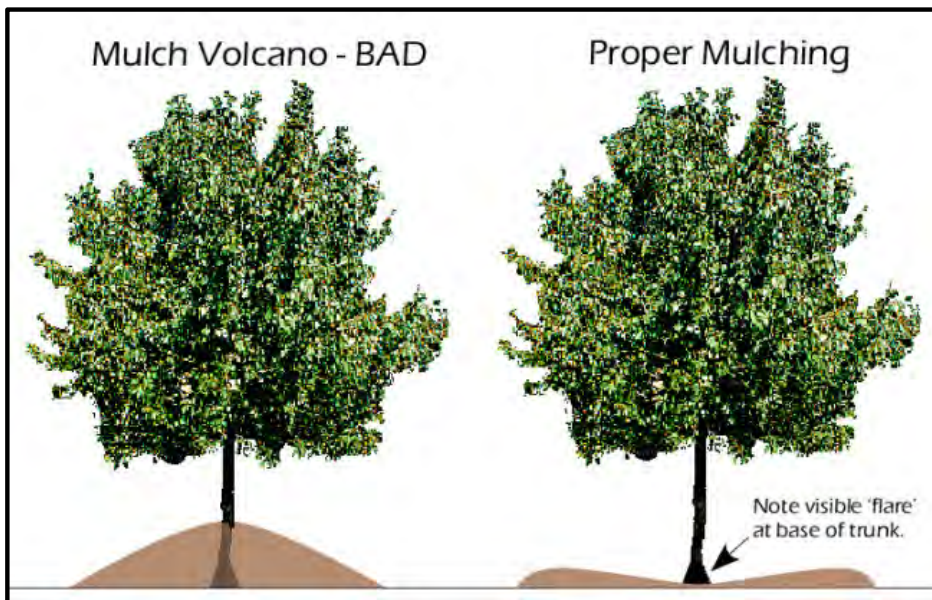


Image # 9 – Volcano mulching as opposed to proper mulching

F. Stem Girdling Roots

A tree may be girdled when a root grows in a position that crosses or wraps around the trunk. As the tree trunk grows and enlarges annually, the root restricts its growth. Gradually, it girdles or chokes the flow of water, nutrients, hormones, and carbohydrates in the trunk causing severe health problems and/or dead patches of bark above and below the restriction.

Several trees in Marquand Park were discovered with girdling roots which are not recommended for removal as removing large roots may jeopardize the tree's overall health. More girdling root conditions may exist, but these were not discovered during the field work since they are often hidden from view below ground or are covered by mulch.



Image #8: Girdling Root

Girdling roots usually are formed when the trees are being grown and are caused by nursery and transplanting practices, soil obstructions, and unknown factors. When plants are held in containers for too long a period of time, many roots begin to circle around the edge of the pot (as in Figure 3). These eventually can girdle the tree. Also, girdling roots can be caused by planting in very compacted soil because new roots have difficulty growing out of the planting hole and into the surrounding compacted soil. Roots can circle the bottom and sides of the planting hole, not unlike those growing in an undersized container. This may be an issue for trees in Marquand Park because of compacted soil conditions.

G. Plant Health Care Program

The biological health of Marquand Park's trees and shrubs would benefit from a Plant Health Care (PHC) program. PHC can be provided by many arboricultural companies, and is an effective and environmentally sensitive approach to pest and disease management that relies on a combination of common-sense practices. PHC programs use current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, combined with available pest control methods, is used to manage pest damage economically, with the least possible hazard to people and the environment. PHC is a series of pest management evaluations, decisions and controls. A PHC program usually has four basic steps as follows:

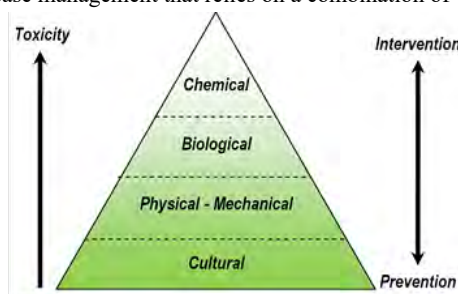


Image #10 – The 4 steps of PHC

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- **Step 1 - Set Action Thresholds:** Before taking any pest control action, the IPM technician first sets an action threshold, a point at which pest populations or environmental conditions indicate that pest control action must be taken. Sighting a single nefarious pest or a small population does not always mean control is needed. The level at which tree and shrub pests become a plant health threat is critical to guide future pest control decisions.
- **Step 2 - Monitor and Identify Pests:** Not all insects and diseases require control. Many organisms do not affect plant health and many are beneficial. IPM technicians accurately identify insects and diseases so that appropriate control decisions can be made in association with action thresholds. This step prevents pesticides from being used when they are superfluous and, if necessary, helps the IPM technician to choose the correct pesticide. *Figure 10: The PHC Symbolic Pyramid*
- **Step 3 – Prevention:** As a first line of pest control, PHC technicians review the landscape and current tree care procedures and identify ways to prevent pests & diseases from becoming a threat. This may mean recommending new or currently unused pest-resistant tree and shrub varieties and tweaking current tree and shrub care procedures. These preventative measures can be very effective and cost-efficient and present little to no risk to the park users or the environment.
- **Step 4 – Control:** Once monitoring, identification, and action thresholds indicate that pest control is required, and preventive methods are no longer effective or available, the PHC technician evaluates the proper control method both for effectiveness and risk. Effective, less risky pest controls are used first, including highly targeted chemicals, such as pheromones to disrupt pest mating, biological controls, such as introducing insect predators who prey on the targeted insect, or mechanical control, such as trapping or hand removal. If further monitoring, identification and action thresholds indicate that less risky controls are not effective, additional methods, such as targeted spraying of pesticides or fungicides, would be employed.

VII. ADMINISTRATIVE AND ORGANIZATIONAL ISSUES: FINDINGS, DISCUSSIONS, AND RECOMMENDATIONS

Introduction: This section's topics address administrative and organizational issues that impact planning and management of Marquand Park.

A. Periodic Inspections and Updating the Tree Inventory/Assessment

Information recorded during the tree inventory and assessment represents tree conditions at the time of inspection. Since tree conditions change over time, we recommend that the Marquand Park Board plan and budget for periodic updates to the tree inventory/assessment and the associated arboricultural tasks necessary to remediate hazardous conditions and maintain tree health and longevity.

There is no absolute rule governing the amount of time between tree assessment updates. In light of this, courts have set a "reasonable person" standard, which represents a reasoned outlook on how often tree assessments should be updated. Since tree conditions can change overnight due to a severe storm event, or may change slowly, it is reasonable to presume that the frequency for tree assessment updates be evaluated as conditions warrant. The Marquand Park Board must interpret the amount of time

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between “periodic updates” of the tree assessment in light of the “reasonable person” standard, and change update frequencies based on potential risk.

Potential risk can be thought of as the likelihood that an adverse event will occur and the likely consequence of the adverse event. The likelihood of the event is considered in terms of both potential for tree failure and the likelihood that something of significance (target) will be present at the time of failure. The consequence is considered in terms of how large the tree or branch is and how susceptible to harm is the target.

Therefore, in areas of higher potential risk, such as the large, mature trees adjacent to Lovers’ Lane, Mercer Road and the playground areas tree assessments should be done every one or two years. In Woods Area where there are considerably fewer targets, tree assessments can be done every three to five years. Please note that these are guidelines only. It is also prudent to inspect trees just after conditions have changed in a relatively short period of time, such as after an extreme storm event. The tree assessment updates should be performed by an appropriately qualified person who possesses sufficient education, training, and experience in inspection techniques and tree hazard detection.

A main objective of a tree assessment is to decrease tree-related hazards, thereby reducing the likelihood and severity of damage. Liability cannot totally be eliminated; however, proper planting and aftercare, combined with regular pruning and periodic inspections, decreases the chance that weaknesses or defects will cause the tree to become hazardous.

B. Using and Maintaining the Tree Spreadsheets and GIS Map

Electronic Spreadsheet: Regular and routine maintenance of the GIS based inventory/assessment spreadsheet is essential to provide accurate and up-to-date information to support tree and landscape maintenance and planning.

The tree assessment/inventory spreadsheets can be used to:

- Direct tree pruning and other tree-related activities
- Produce reports and summaries
- Record completion of maintenance tasks, such as tree removals or pruning
- Record newly-planted trees
- Prepare budgets
- Focus landscape planning and tree replacements
- Provide guidelines for increasing species diversity
- Identify those species and genera that are overrepresented and should be limited in future plantings

GIS Map: A GIS file showing the trees in the project area was submitted with this report. This map contains layers of information showing inventoried tree location, type, inventory number, canopy spread, and life expectancy (by different hatch colors). The GIS file connects the spreadsheet information with the tree in the landscape. Clicking on an individual pin on the map will open a drop down menu with all of the pertinent data concerning that tree.

The GIS map is a useful tool for planning and maintenance. The graphic representation dramatically and effectively shows spatial relationships of tree inventory and assessment information. For example, the colored-coded tree icons on the life expectancy layer visually identify short-lived trees and their locations.

Maintenance, Management, and Integrating the Tree Inventory and Assessment Spreadsheet with the GIS Map: Maintenance and management are essential to maximize the GIS map and tree inventory and assessment spreadsheets. If their accuracy and completeness are not maintained, their effectiveness will be severely diminished. Therefore, the GIS map must be updated in unison with the tree inventory/assessment spreadsheet. This is especially true for tree removals and to show newly planted trees.

It is important to establish protocols for maintaining the accuracy and completeness of these systems. The Morris Arboretum's team recommends considering the following:

- An individual should be given responsibility as “gatekeeper” to maintain the GIS map and tree inventory and assessment spreadsheets as a separate and distinct responsibility. This individual(s) should be experienced and competent in the use of GIS and Microsoft Excel software.
- Accessioning – Spreadsheet and GIS information must be updated when new trees are installed.
- Spreadsheet and GIS information must be updated when the tree is removed.
- Computer records for removed trees should be kept on a separate worksheet (included with the submitted tree inventory/assessment spreadsheet) for reference and historical purposes.
- Arborist inspections should be periodically scheduled and computer records updated.
- Computer backups should be developed and maintained.

Management and Controls: Management and controls are essential for the GIS map and tree inventory and assessment spreadsheets. Controls limit who has access to information and, most importantly, who has access to change and update information. This is the primary reason for implementing the two ports of access to GIS Collector. The map and spreadsheet for public consumption is a “Read Only” copy on which no data may be altered. The copy designed for the Marquand Park Board and Princeton Municipal personnel may be edited and updated as you may deem necessary. The user name is **Marquandpark** (all one word with a capitol M) and the password is **greattrees** (all one word in lower case). I would urge caution however, as it is easy to make mistakes that may be difficult to correct later on. One suggestion might be to limit the Board copy to only a handful of folk and the municipal arborist, Greg O'Neill. In any case, an original copy on file on the Morris Arboretum shared drive at the University of Pennsylvania.

C. Tree Identification Tagging

One of Marquand Park's unique features are the Identification labels that have been installed in previous years. Most of these are of high quality with small springs placed over the stand off screws to allow for future growth of the tree. Tree Identification tags, such as these are aesthetically pleasing and can be used to hone tree identification skills as well as enhance the visitor experience and foster an appreciation of the collection itself. Many of the rare and exotic species would be very difficult to identify were it not for these tags.

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Image #11: Tree identification tag with spring loaded stand off screws

Tree tags, like the type shown in Figure 11, do require maintenance such as periodically backing out the screws so the tag doesn't contact the tree's bark. There are approximately 20-25 ID tags that should be replaced at this time as they have been bent, stolen, vandalized, squirrel chewed or engulfed by the growth of the tree. One tree has been misidentified and in two cases an incorrect scientific name is listed. It would be prudent to make a list of these and replace them as soon as possible.



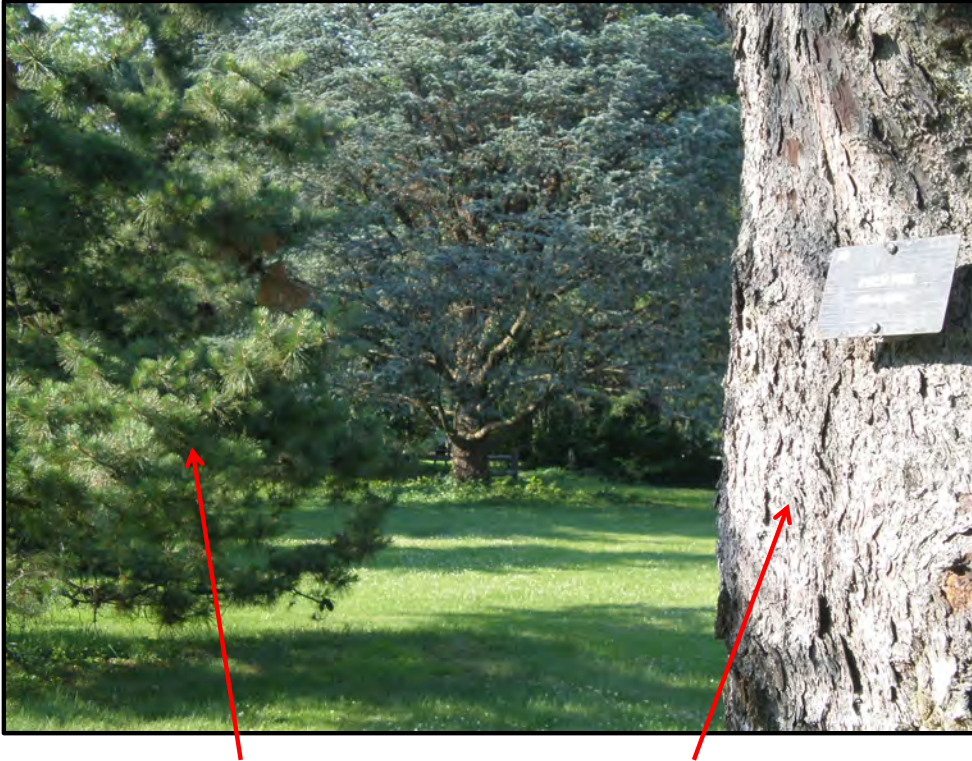


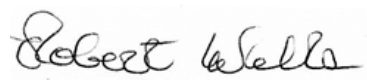
Image # 12 – *Pinus rigida* #538 sign attached to the trunk of *Picea abies* # 539

VIII. ASSUMPTIONS AND LIMITING CONDITIONS

1. During the inspections and evaluations, only above ground parts were observed. Decayed roots are difficult to detect and evaluate and were not part of this scope of work.
2. Visual inspection was limited to what could be seen readily from the ground.
3. This report covers trees only within the defined project area. Do not assume that the inspector looked at trees other than those covered in this report.
4. The information in the inventory represents conditions at the time of the inspection. Tree conditions can degrade or change due to progressive decay, storm, and/or mechanical injury.
5. Even healthy sound trees constitute some risk. Most trees, especially older trees, have defects. Not all trees with defects should be considered unreasonable risks. The tree inspections and assessments are designed to identify those trees that have warning signs of structural weakness.
6. There may be inventoried trees with hidden defects that may not be detected.
7. Consider all trees and shrubs as field identified. The Morris Consultants strive for accuracy; however, because of field conditions, unusual species, or the availability of discernible plant characteristics from buds, fruits, flowers, or leaves, some plant species may be misidentified.

IX. CERTIFICATION

I certify that I am a member in good standing of the International Society of Arboriculture and am licensed as a Board Certified Master Arborist (#NJ0142B), New Jersey Certified Tree Expert (# 257), and am a member in good standing of American Society of Consulting Arborists (ASCA). I further certify that I represent the Morris Arboretum of the University of Pennsylvania and that this is my work product based on my professional judgment and current industry standards and understanding. This report, as a whole or in part, is for the sole use of the client, The Marquand Park Foundation, and may not be sold, distributed, or used for other purposes without written permission of the author.



18 June, 2014

Respectfully Submitted:

Robert Wells, ISA BCMA NJ0142B
Associate Director of Urban Forestry

Date



APPENDIX 1: TREE INVENTORY AND ASSESSMENT METHODOLOGY

The tree inventory and assessment data was entered directly into an ESRI Global Information Systems (GIS) computer program called Collector. Information for each of the 713 trees was gathered in the field and entered onto a handheld Apple iPad. Once the data is entered on each tree the physical location of that tree is recorded on the program and depicted with a small pin. Locations may vary up to 5 meters in any direction. Where possible, the pins have been manually shifted to reflect the most accurate location possible. This is possible in the Public Garden Area where individual canopies can be recognized on the map. This is more problematic in the Woods Area where canopies merge and overlap.

This section explains how to read and extract the spreadsheet data, because it was field recorded using codes to make data collection and sorting more efficient. These codes are explained in Appendix 3 and in the spreadsheet file as a worksheet.

Keying Inventory Information to the Tree Location: A unique inventory number was assigned for each inventoried and assessed tree. This information provides the connection between the recorded tree information and its physical location. These inventory numbers are not concurrent with the inventory numbers that were used in the previous tree location maps for Marquand Park.

Tree Assessment Criteria - Major Categories and Overview: The tree's information, recorded in the inventory/assessment spreadsheet, falls into several major categories:

- 1) Identification,
- 2) Size,
- 3) Maintenance actions and tree condition,
- 4) Risk assessment, and
- 5) Landscape usefulness.

The identification information includes the inventory number (**Inv #**) and the tree's **common** and **scientific name**. Size information includes tree trunk circumference for up to five stems (**1,2,3,4,5, CBH**), measuring point on trunk (**meas @**), tree height (**Ht**), and tree canopy spread in one direction (**Sprd**). Life expectancy (**Life Exp**) for the tree is estimated in a range of years (0, <5, 5 to 15, and >15).

Under the "Maintenance Action" part of the inventory form is both recommended maintenance and existing conditions. Pruning and tree removals are major tree maintenance activities. Removals (**Re**) are categorized into *priorities A, B, C, Requires a Hazard Inspection (hi), and Consider Removal (cr)*. General Pruning (**G Pr**) records *priority* and *amount* of pruning recommended, while Specific Pruning (**Sp Pr**) recommendations specific actions to be taken. Girdling Root (**Gd Rt**) details root problems visible at or above ground level. Cabling information (**C**) records the recommended or existing cable and bracing *installations*, Maintenance Score (**Mt Sc**) describes existing problematic conditions.

Form (Fm) is used to describe general aesthetic functions of trees. *Blanks* indicate a generally useful tree; *Excellent* (e) indicates exceptional trees, while *Fair* (f) and *Poor* (p) indicate diminishing quality.

Pests including insects, diseases, and mites are noted when found and recognized by the arborist assessor. Further inspection and evaluation is necessary before deciding whether control is necessary. The **Comments** section of the inventory form contains comments related to other parts of the assessment and unusual conditions or notes.

Tree Management Plan for Marquand Park

APPENDIX 2: SPREADSHEET CODES FOR MARQUAND PARK INVENTORY

<i>Headings:</i>	<i>Explanation and column codes:</i>
Inventory Number =	A unique inventory number was assigned for each inventoried and assessed tree. The numbers were assigned in the order that trees were inventoried.
Common Name =	common name of the tree
Scientific Name =	botanical name of the tree
Meas @ =	if marked, level (in feet) where "CBH" measurements were made; "base" = tree measured where trunk contacts earth
CBH 1-5 =	Circumference breast height in inches (4.5 feet standard measurement from the ground) multiple entries indicate the number of trunks or stems
Ht =	Tree canopy spread, i.e. - the diameter in feet of the branch spread measured in 1 dimension
Space =	Tree height infect (estimated)
Life Exp =	Planting location type
Likelihood Failure =	Life expectancy in one of four ranges, in years (0 [dead or nearly so], <5, 5-15, >15)
Likelihood of Impact Target =	the chance of a tree failure occurring (Improbable, Possible, Probable, Imminent)
Consequences =	the chance of a tree impacting a specific target (Very Low, Low, Medium, High)
Risk Assessment =	based on the value of the target and the harm that may be done to it (Negligible, Minor, Significant, Severe)
Re =	based on combination of failure, impact target, and consequences (Low, Moderate, High, Extreme)
G Pr =	Recommended for removal (Priority a, b, or c; cr = consider removal; x= already removed; hi = hazard inspection recommended)
Sp Pr =	General Pruning Recommendations - General (Priority A, B, or C; Amount 1, 2, or 3. Note: "A" is highest priority pruning, "1" = greatest amount of pruning)
	Specific Pruning recommendations
	bbr = broken branch
	cd = remove codominant limb
	cp = clearance pruning
	cl = correct leader
	cr lb = removed cracked limb
	cr br = removed cracked branch
	crd = crown reduction
	cw = prune to clear overhead wire
	d,dw = deadwood pruning
	e, elev = elevate limbs
	ewr = end weight reduction
	h = hanging detached branch
	haz b = hazardous branch
	haz d = hazardous deadwood
	haz h = hazardous hanging detached branch
	ldr = leader
	LL = remove long limb or leader
	pa = limit paving
	re ldr = remove leader
	re lw lmb = remove lower limb
	re lmb = remove limb
	rlb = remove limb
	s = remove stub
	sep = separate
	shp = shape
	sk = prune suckers
	sm d = remove small deadwood
	smL = small leader
	str, struc = structural pruning necessary
	sub = subordinate prune
	sub ldr = subordinate leader
	t = thin branch density
	trash = trash in tree (usually plastic bags)
	v = remove vines
	vpr = vista pruning or view pruning
	ws = water sprouts
	xbr = remove crossing branches

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Headings:	Explanation and column codes:
G Rt =	Girdling Root (re = remove girdling root or roots; x = existing girdling root; poss = possible girdling root.
C =	Cabling and Bracing to reinforce weaknesses: (1st letter is Priority [a, b, or c] # indicates the number of cables required; x# = the number of existing cables in the tree; u# indicates the number of cables requiring upgrading, braces=threaded rod)
Mt Sc =	Maintenance Score
	c = pruning cut made too close
	cmp = compaction
	dp = tree is planted too deep
	fc = flush cuts present
	gw = guy wire(s)
	hbdam = herbicide damage
	j root = tree probably "j" rooted
	lion t = lion-tailed pruning
	mr = mower root damage
	mt = mower or string trimmer trunk damage
	m = mulched too deep;
	ndm = needs mulch
	op = overpruned
	ow = overhead wires present
	pp = poor pruning
	rex = root collar excavation recommended
	s =stubs present
	sb = synthetic burlap
	sr = synthetic rope
	tipping = branch tips improperly pruned
	trdam = trunk damage
	w = needs water
	wbask = wire basket not removed/handles exposed
Fm =	Tree form (Blank = acceptable; E = excellent form; F = fair; or P = poor)
Pests =	Tree diseases or insects noted at time of survey
	anth = anthracnose
	arm = armillaria
	as = apple scab
	b = borer
	bc = bark canker
	bls = bacterial leaf scorch
	ca = carpenter ants
	car = Cedar Apple Rust
	csga = Cooley spruce gall aphid
	dip = diplodia
	fb = fireblight
	fc = fungal conks
	g = gall
	hlm = Holly Leaf Miner
	jb = Japanese beetle
	l =lacebug
	lfbl = leaf blight
	mi = mites
	phy = Phytophthora
	pi = Poison Ivy
	sc = scale
	skl = skeletonizers
	smd = sooty mold
	sskr = sapsuckers
	tent cat = tent caterpillars
	twig g = twig gall
	wpa = white pine aphid
	wps = white pine scale
	wsp = wasps

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Spreadsheet Codes for Marquand Park

Headings:	Explanation and column codes:
Comments =	Comments and specific directions applying to other columns, hazard inspections, or miscellaneous notes
	bad = basal area decay
	bk = bark
	br = branch
	ca, cav = cavity
	cd, codom = codominant stem
	cf = compressed fork
	cr = crack running longitudinally
	dam = damage
	F500, F300 = Resistograph model to use in hazard inspections, includes number or drilling sites recommended
	fcr = frost crack
	haz = hazard
	lb = limb
	lg = large
	pr = prune
	rci = root collar investigation recommended
	re = remove
	sm = small
	tr = trunk
	tw = twig



Image # 13 – *Cornus kousa* # 577 – Magnificent tree

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APPENDIX 3: MARQUAND PARK TREE INVENTORY – CONSOLIDATED VERSION – JUNE 15, 2014

ID #	Common Name	Scientific Name	CBH_1	Spread	Height	LifeExp	Risk	Re	G_Pr	Sp_Pr	Comments
1	shellbark hickory	<i>Carya laciniosa</i>	90	90	>15	Low					Over paved pathway. Good condition.
2	tulip poplar	<i>Liriodendron tulipifera</i>	124	110	>15	Low					
3	tulip poplar	<i>Liriodendron tulipifera</i>	125	110	>15	Low					
4	sugar maple	<i>Acer saccharum</i>	55	50	>15	Low				d, h	Hanger over walkway
5	American linden	<i>Tilia americana</i>	48	50	>15	Low		B3		d	
6	American beech	<i>Fagus grandifolia</i>	90	65	>15	Low		B3		d,h	
7	shagbark hickory	<i>Carya ovata</i>	19	23	5~15			C2		v	
8	tulip poplar	<i>Liriodendron tulipifera</i>	112	110	>15	Low		B3		d	
9	tulip poplar	<i>Liriodendron tulipifera</i>	140	100	>15	Low		B2		d	Lightning protection
10	white oak	<i>Quercus alba</i>	76	65	>15	Low		B2		d	Upper crown lean
11	American linden	<i>Tilia americana</i>	23	25	>15						
12	Norway maple	<i>Acer platanoides</i>	42	40	>15						
13	American beech	<i>Fagus grandifolia</i>	101	70	>15	Low		C3		d	
14	American linden	<i>Tilia americana</i>	31	30	>15	Low					Remove 1 lead leaning over path
15	American linden	<i>Tilia americana</i>	23	20	5~15	Low		C3		d, xbr	
16	sugar maple	<i>Acer saccharum</i>	52	40	>15	Low		C2		d, h	
17	red oak	<i>Quercus rubra</i>	133	110	>15	Low		B3		d	
18	Norway maple	<i>Acer platanoides</i>	31	30	>15						
19	tulip poplar	<i>Liriodendron tulipifera</i>	133	115	>15	Low					
20	Norway maple	<i>Acer platanoides</i>	23	20	>15						
21	Japanese maple	<i>Acer palmatum</i>	18	23	>15						
22	tulip poplar	<i>Liriodendron tulipifera</i>	146	115	>15	Low		B2		D	
23	Carolina silverbell	<i>Halesia carolina</i>	31	25	>15						
24	American holly	<i>Ilex opaca</i>	21	18	>15						
25	white ash	<i>Fraxinus americana</i>	33	30	0	Low					
26	Norway maple	<i>Acer platanoides</i>	23	25							
27	black cherry	<i>Prunus serotina</i>	34	30	>15						
28	black gum	<i>Nyssa sylvatica</i>	73	40	>15						
29	red oak	<i>Quercus rubra</i>	75	25	0						
30	tulip poplar	<i>Liriodendron tulipifera</i>	141	110	>15						
31	American linden	<i>Tilia americana</i>	18	20	5~15						
32	tree of heaven	<i>Ailanthus altissima</i>	20	25	>15						
33	American linden	<i>Tilia americana</i>	140	110	>15	Low		B2		D	
34	American linden	<i>Tilia americana</i>	21	15	5~15						Storm damage
35	American linden	<i>Tilia americana</i>	20	22	>15						
36	American linden	<i>Tilia americana</i>	40	35	>15						
37	American linden	<i>Tilia americana</i>	34	30	>15	Low		C3		d,h	Sm hanger over. Path
38	American linden	<i>Tilia americana</i>	34	33	>15						
39	Norway maple	<i>Acer platanoides</i>	17	20	>15						Elevate over path
40	tulip poplar	<i>Liriodendron tulipifera</i>	116	100	>15	Low		B3		d, h	
41	tulip poplar	<i>Liriodendron tulipifera</i>	104	90	>15						
42	black cherry	<i>Prunus serotina</i>	20	25	>15						
43	amur cork tree	<i>Phellodendron amurense</i>	30	28	>15						
44	American linden	<i>Tilia americana</i>	30	25	0			C			Leave for habitat
45	amur cork tree	<i>Phellodendron amurense</i>	29	20	5~15						
46	Japanese maple	<i>Acer palmatum</i>	17	23	>15						
47	American beech	<i>Fagus grandifolia</i>	27	30	>15				C3	h	
48	tulip poplar	<i>Liriodendron tulipifera</i>	145	115	>15	Low					
49	tulip poplar	<i>Liriodendron tulipifera</i>	116	110	>15	Low					
50	Norway maple	<i>Acer platanoides</i>	21	25	>15						

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51	American linden	<i>Tilia americana</i>	28	23	>15	Low	C3	e	Leans over path, elevate slightly
52	Norway maple	<i>Acer platanoides</i>	28	25	>15				
53	white oak	<i>Quercus alba</i>	37	27	5~15				
54	American linden	<i>Tilia americana</i>	22	25	5~15				
55	American linden	<i>Tilia americana</i>	19	18	>15				
56	black cherry	<i>Prunus serotina</i>	46	40	>15				
57	American linden	<i>Tilia americana</i>	35	35	>15				
58	tulip poplar	<i>Liriodendron tulipifera</i>	120	55	<5				Armillaria, lightning scar, leave for wildlife
59	Norway maple	<i>Acer platanoides</i>	24	28	>15				
60	American beech	<i>Fagus grandifolia</i>	56	45	>15				
61	tulip poplar	<i>Liriodendron tulipifera</i>	147	100	>15	Low	B3	d	
62	tulip poplar	<i>Liriodendron tulipifera</i>	137	100	>15		C2	d,v	
63	Japanese maple	<i>Acer palmatum</i>	20	20	>15				
64	shellbark hickory	<i>Carya laciniosa</i>	98	90	>15	Low	B2	d	Hangs over path
65	Japanese maple	<i>Acer palmatum</i>	24	22	>15				
66	Japanese maple	<i>Acer palmatum</i>	46	30	>15				
67	American persimmon	<i>Diospyros virginiana</i>	64	40	>15	Low			Leans over lawn area.
68	American persimmon	<i>Diospyros virginiana</i>	60	40	>15				
69	American linden	<i>Tilia americana</i>	38	30	>15				
70	tulip poplar	<i>Liriodendron tulipifera</i>	158	110	<5				Threat to other trees, long spiral lightning scar.
71	Carolina silverbell	<i>Halesia carolina</i>	28	27	>15				
72	amur cork tree	<i>Phellodendron amurense</i>	24	30	<5				Long scar on tr
73	Carolina silverbell	<i>Halesia carolina</i>	20	28	>15				
74	black cherry	<i>Prunus serotina</i>	32	40	>15				
75	Norway maple	<i>Acer platanoides</i>	36	40	>15				
76	sugar maple	<i>Acer saccharum</i>	20	40	>15				
77	Norway maple	<i>Acer platanoides</i>	17	25	>15				
78	Norway maple	<i>Acer platanoides</i>	32	35	>15				
79	Norway maple	<i>Acer platanoides</i>	34	33	>15				
80	tulip poplar	<i>Liriodendron tulipifera</i>	125	20	0				Wildlife tree
81	tulip poplar	<i>Liriodendron tulipifera</i>	33	30	5~15				
82	black cherry	<i>Prunus serotina</i>	41	40	>15				
83	tulip poplar	<i>Liriodendron tulipifera</i>	59	50	>15	Low	C3		
84	Norway maple	<i>Acer platanoides</i>	50	45	>15				
85	black cherry	<i>Prunus serotina</i>	37	40	>15				
86	tulip poplar	<i>Liriodendron tulipifera</i>	43	50	>15		C3		
87	Japanese maple	<i>Acer palmatum</i>	25	30	>15				
88	black cherry	<i>Prunus serotina</i>	43	40	>15				
89	American linden	<i>Tilia americana</i>	34	35	5~15				Sm cav at 6'
90	Norway maple	<i>Acer platanoides</i>	22	35	>15				
91	slippery elm	<i>Ulmus rubra</i>	27	38	5~15				
92	slippery elm	<i>Ulmus rubra</i>	45	50	>15				
93	Japanese maple	<i>Acer palmatum</i>	18	23	>15				
94	common horsechestnut	<i>Aesculus hippocastanum</i>	27	28	>15				
95	Japanese maple	<i>Acer palmatum</i>	18	25	>15				
96	black cherry	<i>Prunus serotina</i>	32	40	>15				
97	tulip poplar	<i>Liriodendron tulipifera</i>	61	55	>15				
98	sweet cherry	<i>Prunus avium</i>	21	35	5~15				Looks thin
99	English yew	<i>Taxus baccata</i>	24	20	>15				
100	eastern hemlock	<i>Tsuga canadensis</i>	27	35	>15				
101	flowering dogwood	<i>Cornus florida</i>	27	25	5~15	Low	C3	d, h, over pathway	Exudation from scar on tr
102	eastern hemlock	<i>Tsuga canadensis</i>	31	35	>15				
103	eastern hemlock	<i>Tsuga canadensis</i>	27	30	>15		C3	ewr, clip ends over path	

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104	eastern hemlock	<i>Tsuga canadensis</i>	23	25	5~15				
105	eastern hemlock	<i>Tsuga canadensis</i>	24	33	>15				
106	eastern hemlock	<i>Tsuga canadensis</i>	20	22	5~15				
107	tulip poplar	<i>Liriodendron tulipifera</i>	162	110	>15	Low	C2	d	
108	Norway maple	<i>Acer platanoides</i>	30	35	>15				
109	amur cork tree	<i>Phellodendron amurense</i>	44	35	>15	Low	C3	D	
110	amur cork tree	<i>Phellodendron amurense</i>	29	32	>15		C3	D	
111	amur cork tree	<i>Phellodendron amurense</i>	81	45	>15	Low	B2	v,d	
112	cucumber tree	<i>Magnolia acuminata</i>	170	90	>15	Low	B2	D	
113	Japanese maple	<i>Acer palmatum</i>	32	32	>15				
114	shagbark hickory	<i>Carya ovata</i>	17	22	>15				
115	amur cork tree	<i>Phellodendron amurense</i>	35	25	5~15	Low	C3	d	
116	amur cork tree	<i>Phellodendron amurense</i>	28	30	>15	Low	C3	D	
117	amur cork tree	<i>Phellodendron amurense</i>	31	23	5~15	Low	C3	d	
118	amur cork tree	<i>Phellodendron amurense</i>	21	20	>15	Low	C3	d	
119	amur cork tree	<i>Phellodendron amurense</i>	76	75	>15	Low	B2	D	
120	black walnut	<i>Juglans nigra</i>	77	35	>15	Low	B3	d	
121	Japanese snowbell	<i>Styrax japonica</i>	22	20	>15		C3	d, h, no threat	
122	eastern hemlock	<i>Tsuga canadensis</i>	133	70	>15	Low	C3	d, h	
123	amur cork tree	<i>Phellodendron amurense</i>	45	30	>15	Low	C3	d	Right on property line
124	amur cork tree	<i>Phellodendron amurense</i>	78 @ 3'	42	>15	Low	B2	d, h	
125	English yew	<i>Taxus baccata adpressa</i>	28 @ 1'	16	>15				
126	English yew	<i>Taxus baccata adpressa</i>	25 @ 1'	16	<5				One lead dead
127	Sawara false cypress	<i>Chamaecyparis pisifera</i>	84 @ 3'	35	5~15	Moderate	B2	cr	Sig cav at 7', 2 beam cracks
128	English yew	<i>Taxus baccata adpressa</i>	26 @ 1'	20	>15		C3	d	
129	Sawara false cypress	<i>Chamaecyparis pisifera</i>	52	40	>15				Large basal cavity
130	English yew	<i>Taxus baccata adpressa</i>	34	35	>15				
131	eastern hemlock	<i>Tsuga canadensis</i>	24 @ 2'	20	5~15		C3	d	
132	eastern hemlock	<i>Tsuga canadensis</i>	32	38	>15		C3	d	
133	Fraser fir	<i>Abies faseri</i>	21	22	>15		C3	d, v	
134	sweet cherry	<i>Prunus avium</i>	57	40	>15	Low	C2	d, h	
135	Japanese maple	<i>Acer palmatum</i>	26	30	>15				
136	Fraser fir	<i>Abies faseri</i>	15	22	>15		C3	d	
137	Japanese maple	<i>Acer palmatum</i>	38 @ 3'	35	>15		C3	d	
138	Fraser fir	<i>Abies faseri</i>	17	20	>15		C3	d	
139	Fraser fir	<i>Abies faseri</i>	22	22	0	Low	C		
140	Fraser fir	<i>Abies faseri</i>	22	25	>15		C3	d, v	
141	Fraser fir	<i>Abies faseri</i>	17	23	>15				
142	Fraser fir	<i>Abies faseri</i>	24	27	>15				
143	Japanese snowbell	<i>Styrax japonica</i>	16	20	>15		C3	d	
144	eastern hemlock	<i>Tsuga canadensis</i>	82	65	>15		C1	d	
145	Fraser fir	<i>Abies faseri</i>	14	14	5~15		C3	d	
146	amur cork tree	<i>Phellodendron amurense</i>	43	35	>15				
147	Fraser fir	<i>Abies faseri</i>	25	30	>15				
148	Fraser fir	<i>Abies faseri</i>	18	22	<5				Shaded out
149	amur cork tree	<i>Phellodendron amurense</i>	44	25	>15	Low	C3	d, h, ewr	Branch over neighbors shed
150	tulip poplar	<i>Liriodendron tulipifera</i>	55	50	>15	Low			
151	Japanese maple	<i>Acer palmatum</i>	18	25	>15				
152	white ash	<i>Fraxinus americana</i>	92	60	>15	Moderate	B2	d, h, elev	Leans over private residence
153	Japanese maple	<i>Acer palmatum</i>	21	25	>15				
154	Japanese maple	<i>Acer palmatum</i>	13	20	>15				
155	Japanese maple	<i>Acer palmatum</i>	17	25	>15				
156	Japanese maple	<i>Acer palmatum</i>	14	22	>15				

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157	black locust	<i>Robinia pseudoacacia</i>	31	40	>15	Low	Cr	C3	d	Slight lean towards private residence
158	black locust	<i>Robinia pseudoacacia</i>	15	35	5~15	Low		C3	d	
159	sweet cherry	<i>Prunus avium</i>	25	30	<5	Low		C3	d	Cracks on stem, dieback
160	amur cork tree	<i>Phellodendron amurense</i>	38	40	>15	Low		C3	d	
161	Japanese maple	<i>Acer palmatum</i>	27	30	5~15	Low		C3	d	
162	Japanese maple	<i>Acer palmatum</i>	15	22	5~15					
163	Norway maple	<i>Acer platanoides</i>	56	50	>15			C2	d	
164	Japanese maple	<i>Acer palmatum</i>	21	27	>15					
165	Japanese maple	<i>Acer palmatum</i>	22	25	>15					
166	black cherry	<i>Prunus serotina</i>	46	50	5~15	Low		C3	d, bbr	
167	Norway maple	<i>Acer platanoides</i>	40	30	>15	Low		C2	d	Codominant
168	amur cork tree	<i>Phellodendron amurense</i>	30	30	5~15			C3	d	
169	Japanese maple	<i>Acer palmatum</i>	17	22	>15					
170	amur cork tree	<i>Phellodendron amurense</i>	41	35	5~15			C2	d	
171	Japanese maple	<i>Acer palmatum</i>	15	20	5~15					Basal cavity
172	Japanese maple	<i>Acer palmatum</i>	18	22	5~15			C3	d	
173	black cherry	<i>Prunus serotina</i>	51	50	>15			C3		
174	Norway maple	<i>Acer platanoides</i>	38	40	>15	Low		C3	d, h	
175	tulip poplar	<i>Liriodendron tulipifera</i>	40	50	>15	Low		C3	d	Over pathway
176	tulip poplar	<i>Liriodendron tulipifera</i>	41	45	>15	Low		C3	d	
177	red bud	<i>Cercis canadensis</i>	24	25	<5			C3	d	
178	largeleaf Japanese holly	<i>Ilex crenata</i>	21	14	>15					
179	red oak	<i>Quercus rubra</i>	131	90	>15	Low		B2	d, h	
180	amur cork tree	<i>Phellodendron amurense</i>	16	14	>15					
181	tulip poplar	<i>Liriodendron tulipifera</i>	22	22	>15	Low				
182	sugar maple	<i>Acer saccharum</i>	24	25	>15	Low		C3	d	
183	sugar maple	<i>Acer saccharum</i>	24	28	>15					
184	sugar maple	<i>Acer saccharum</i>	18	25	>15	Low				Crack in upper crown
185	sugar maple	<i>Acer saccharum</i>	45	45	>15	Low		B3	d	
186	sugar maple	<i>Acer saccharum</i>	33	30	5~15	Low				Rip out in upper crown
187	Japanese maple	<i>Acer palmatum</i>	15	15	5~15			C3		Top ripped
188	American beech	<i>Fagus grandifolia</i>	79	65	5~15	Low		B2	d, bbr, h	Storm damage
189	tulip poplar	<i>Liriodendron tulipifera</i>	169	105	>15	Low	Hi	B1		Hazard inspection suggested, basal cavities
190	white ash	<i>Fraxinus americana</i>	127	65	5~15	Moderate				Basal cav, tree hangs over wires, topped by utilit
191	sugar maple	<i>Acer saccharum</i>	39	45	5~15	Low		C3	d, bbr	Growing into # 190
192	sugar maple	<i>Acer saccharum</i>	38	40	5~15	Low		C2	d, v	Tree hangs over utility wires
193	sugar maple	<i>Acer saccharum</i>	43	45	>15	Low		C2	d, v	
194	sugar maple	<i>Acer saccharum</i>	19	25	<5	Low	Cr			
195	sugar maple	<i>Acer saccharum</i>	52	45	>15	Low		C2	d, v	Over wires
196	sugar maple	<i>Acer saccharum</i>	40	50	>15	Low		C3	d, v	Over wires
197	sugar maple	<i>Acer saccharum</i>	42	55	>15	Low		C3	d, h	Over wires, tr wound
198	sugar maple	<i>Acer saccharum</i>	56	60	>15	Low		C3	d	
199	sugar maple	<i>Acer saccharum</i>	26	35	>15					
200	tulip poplar	<i>Liriodendron tulipifera</i>	131	90	>15	Low		B2	d, h	Over wires
201	sugar maple	<i>Acer saccharum</i>	21	30	>15					
202	sugar maple	<i>Acer saccharum</i>	18	33	5~15	Low				Cavity at 12'
203	American beech	<i>Fagus grandifolia</i>	100	95	>15	Low		B1	Mulch, d, h	
204	Japanese maple	<i>Acer palmatum</i>	20	22	>15			C3	d, bbr	
205	Norway maple	<i>Acer platanoides</i>	17	22	>15					
206	sugar maple	<i>Acer saccharum</i>	33	40	>15					
207	black oak	<i>Quercus velutina</i>	109	95	>15	Low				Significant lean
208	sugar maple	<i>Acer saccharum</i>	38	40	>15					
209	white oak	<i>Quercus alba</i>	143	100	>15	Low		B2	d	

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Morris Arboretum of the

This image shows a vertical strip of white paper with light blue horizontal ruling lines, typical of notebook paper. The strip is positioned on the left side of the page, and the rest of the page is blank white space.

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Tree Management Plan for Marquand Park

263	sugar maple	<i>Acer saccharum</i>	22	30	5~15						
264	tulip poplar	<i>Liriodendron tulipifera</i>	117	110	>15	Low		C2	d		
265	sugar maple	<i>Acer saccharum</i>	46	45	>15						
266	sugar maple	<i>Acer saccharum</i>	44	45	>15	Low		C2	d		
267	white ash	<i>Fraxinus americana</i>	45	48	>15			C2	d		
268	sugar maple	<i>Acer saccharum</i>	45	50	>15	Low		B2	d		
269	sugar maple	<i>Acer saccharum</i>	22	38	>15						
270	black cherry	<i>Prunus serotina</i>	14	25	0	Low	B				
271	Norway maple	<i>Acer platanoides</i>	24	40	>15						
272	sugar maple	<i>Acer saccharum</i>	20	30	>15	Low		C3	d		
273	black cherry	<i>Prunus serotina</i>	38	40	>15	Low		C3	d		
274	Norway maple	<i>Acer platanoides</i>	27	30	0	Low	B				
275	sugar maple	<i>Acer saccharum</i>	20	33	>15						
276	sugar maple	<i>Acer saccharum</i>	48	55	>15	Low		C2	d, h		
277	sugar maple	<i>Acer saccharum</i>	59	60	>15	Low		C1	d, h		
278	sugar maple	<i>Acer saccharum</i>	46	45	>15						
279	sugar maple	<i>Acer saccharum</i>	35	35	5~15						Top broken out
280	sugar maple	<i>Acer saccharum</i>	40	40	>15						
281	sugar maple	<i>Acer saccharum</i>	35	40	>15						
282	sugar maple	<i>Acer saccharum</i>	18	25	>15						
283	sugar maple	<i>Acer saccharum</i>	25	40	>15						
284	sugar maple	<i>Acer saccharum</i>	32	40	>15						
285	black oak	<i>Quercus velutina</i>	119	100	>15	Moderate		B1	d, ewr, h		Leans over utility and rd
286	sugar maple	<i>Acer saccharum</i>	26	30	5~15	Low					
287	sugar maple	<i>Acer saccharum</i>	27	40	>15	Low		C3	d		
288	sugar maple	<i>Acer saccharum</i>	30	35	>15	Low		C3	d, h		
289	tulip poplar	<i>Liriodendron tulipifera</i>	151	105	>15	Moderate		A2	d, h, ewr		
290	sugar maple	<i>Acer saccharum</i>	27	35	5~15	Low		C3	d		
291	sugar maple	<i>Acer saccharum</i>	27	40	>15	Low		C3	d		
292	sugar maple	<i>Acer saccharum</i>	30	40	>15			C3	d		
293	sugar maple	<i>Acer saccharum</i>	33	45	>15			C3	d, h		
294	sugar maple	<i>Acer saccharum</i>	24	30	5~15			C2	d, bbr		Top broken
295	sugar maple	<i>Acer saccharum</i>	33	38	>15						
296	tulip poplar	<i>Liriodendron tulipifera</i>	150	110	>15			C1	d		
297	sugar maple	<i>Acer saccharum</i>	46	40	>15						
298	tulip poplar	<i>Liriodendron tulipifera</i>	126	100	>15			C3	d		
299	sugar maple	<i>Acer saccharum</i>	21	35	>15						
300	sugar maple	<i>Acer saccharum</i>	48	50	>15	Low		B3	d, bbr		
301	American linden	<i>Tilia americana</i>	79	60	>15	Low		B2	d, h, v		Hangers over pathway
302	sugar maple	<i>Acer saccharum</i>	31	45	>15	Low		C3	d, h		
303	sugar maple	<i>Acer saccharum</i>	24	35	>15						
304	sugar maple	<i>Acer saccharum</i>	21	24	>15	Low		C3	d		
305	tulip poplar	<i>Liriodendron tulipifera</i>	147	110	>15	Low		B2	d		
306	red oak	<i>Quercus rubra</i>	86	90	>15						
307	Norway maple	<i>Acer platanoides</i>	65	85	>15						
308	Norway maple	<i>Acer platanoides</i>	15	25	>15						
309	sugar maple	<i>Acer saccharum</i>	47	45	>15						
310	sugar maple	<i>Acer saccharum</i>	47	50	>15						
311	black oak	<i>Quercus velutina</i>	107	105	>15						
312	sugar maple	<i>Acer saccharum</i>	36	40	>15						
313	sugar maple	<i>Acer saccharum</i>	27	35	>15						
314	sugar maple	<i>Acer saccharum</i>	34	40	<5	Low	C	C3	d		Beam split
315	sugar maple	<i>Acer saccharum</i>	20	33	5~15	Low		C3	v		

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316	sugar maple	<i>Acer saccharum</i>	26	40	>15	Low		C3	d	
317	sugar maple	<i>Acer saccharum</i>	19	30	<5	Low	C			
318	sugar maple	<i>Acer saccharum</i>	40	43	>15	Low		C3	d	
319	sugar maple	<i>Acer saccharum</i>	27	35	>15	Low		C3	d	
320	black oak	<i>Quercus velutina</i>	92	65	0	Low	B			
321	sugar maple	<i>Acer saccharum</i>	20	33	>15					
322	sugar maple	<i>Acer saccharum</i>	27	30	>15					
323	tulip poplar	<i>Liriodendron tulipifera</i>	143	95	>15	Low				
324	red oak	<i>Quercus rubra</i>	125	50	0	High	A			
325	sugar maple	<i>Acer saccharum</i>	54	50	>15	Low		B3	D	
326	sugar maple	<i>Acer saccharum</i>	35	35	5~15	Low		C3	D, h	Cav at base
327	tulip poplar	<i>Liriodendron tulipifera</i>	143	110	>15	Low		B2	D	Hangs over util. And mercer rd
328	American beech	<i>Fagus grandifolia</i>	50	50	>15	Low		B2	D, h	
329	sugar maple	<i>Acer saccharum</i>	42	45	>15	Low		B3	D, h	
330	American beech	<i>Fagus grandifolia</i>	38	35	5~15	Low		B2	D	Dead limb over util.
331	tulip poplar	<i>Liriodendron tulipifera</i>	151	105	>15	Moderate		B2	D	Hangs over mercer rd and util.
332	sugar maple	<i>Acer saccharum</i>	28	35	>15	Low		C3	D, h	Over sidewalk
333	American beech	<i>Fagus grandifolia</i>	17	22	5~15	Low		C3	D, h	
334	American beech	<i>Fagus grandifolia</i>	96	90	>15	Moderate		B2	D	Over util.
335	American beech	<i>Fagus grandifolia</i>	50	50	>15	Low		C2	D, h	
336	sugar maple	<i>Acer saccharum</i>	28	35	>15			C3	D	
337	sugar maple	<i>Acer saccharum</i>	33	35	>15					
338	red oak	<i>Quercus rubra</i>	166	100	>15	Low				Recent storm damage, 40' from path
339	sugar maple	<i>Acer saccharum</i>	43	40	>15					Storm damage
340	white oak	<i>Quercus alba</i>	71	60	>15					
341	sugar maple	<i>Acer saccharum</i>	55	50	>15					
342	sugar maple	<i>Acer saccharum</i>	54	50	>15	Low		C3	D	
343	sugar maple	<i>Acer saccharum</i>	35	45	>15					
344	American beech	<i>Fagus grandifolia</i>	86	70	>15	Low		B2	D, h	
345	American beech	<i>Fagus grandifolia</i>	32	30	5~15					
346	tulip poplar	<i>Liriodendron tulipifera</i>	150	100	>15	Low				Big rip out in upper crown.
347	sugar maple	<i>Acer saccharum</i>	26	33	>15	Low		C3	D, h	
348	tulip poplar	<i>Liriodendron tulipifera</i>	39	40	>15					
349	sugar maple	<i>Acer saccharum</i>	39	40	>15					
350	sugar maple	<i>Acer saccharum</i>	19	25	>15					
351	black oak	<i>Quercus velutina</i>	84	65	5~15					Significant lean
352	sugar maple	<i>Acer saccharum</i>	34	35	>15					
353	sugar maple	<i>Acer saccharum</i>	24	35	>15					
354	sugar maple	<i>Acer saccharum</i>	24	25	0		C			Woodpecker nest, leave for habitat.
355	sugar maple	<i>Acer saccharum</i>	52	60	>15			C2	D, h	Recent storm damage
356	sugar maple	<i>Acer saccharum</i>	36	40	>15					
357	sugar maple	<i>Acer saccharum</i>	35	35	5~15					
358	sugar maple	<i>Acer saccharum</i>	31	35	>15					
359	sugar maple	<i>Acer saccharum</i>	41	35	>15			C2	D, h	
360	tulip poplar	<i>Liriodendron tulipifera</i>	70	60	>15					
361	sugar maple	<i>Acer saccharum</i>	29	35	5~15	Low		C3	D, h	Crown damaged by failure of adj tree.
362	sugar maple	<i>Acer saccharum</i>	40	30	>15			C3	D, h	
363	sugar maple	<i>Acer saccharum</i>	55	40	5~15	Low		B2	D, h	Storm damage cr leans over bench.
364	white ash	<i>Fraxinus americana</i>	48	40	5~15					Misshapen cr.
365	sugar maple	<i>Acer saccharum</i>	34	33	5~15	Low		C3	D, h	
366	black oak	<i>Quercus velutina</i>	137	105	>15	Low		B1	D	Deadwood over pathway.
367	sweetgum	<i>Liquidambar styraciflua</i>	52	40	>15	Low		C3	D, v	
368	shagbark hickory	<i>Carya ovata</i>	24	30	>15	Low		C3	D, h	

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369	tulip poplar	<i>Liriodendron tulipifera</i>	144	110	>15	Low	B2	D	Adj to pathway.
370	tulip poplar	<i>Liriodendron tulipifera</i>	113	110	>15	Low	B2	D	
371	tulip poplar	<i>Liriodendron tulipifera</i>	121	110	>15	Low	B3	D	
372	eastern hemlock	<i>Tsuga canadensis</i>	88	65	>15	Low	B2	D, bbr	
373	Norway maple	<i>Acer platanoides</i>	61	55	>15	Low	C3	D, bbr	Cracked lower limb.
374	Norway maple	<i>Acer platanoides</i>	51	55	>15				
375	Norway maple	<i>Acer platanoides</i>	60	55	>15	Low	C3	D	
376	tulip poplar	<i>Liriodendron tulipifera</i>	156	40	0	High	A		Next to tool shed. Shoe string root rot.
377	Japanese maple	<i>Acer palmatum</i>	26	25	>15		C3	D	
378	Norway maple	<i>Acer platanoides</i>	22	30	>15				
379	Norway maple	<i>Acer platanoides</i>	45	45	>15				
380	black locust	<i>Robinia pseudoacacia</i>	87	55	<5	Low	Cr		Significant lean, cracks, long wd on tension side.
381	Norway maple	<i>Acer platanoides</i>	29	40	>15				
382	Norway maple	<i>Acer platanoides</i>	39	40	>15	Low	C3	D	
383	Japanese maple	<i>Acer palmatum</i>	24	20	>15	Low	C3	D, e	
384	Norway maple	<i>Acer platanoides</i>	22	24	>15	Low	C3	D	
385	Norway maple	<i>Acer platanoides</i>	53	40	>15	Low	C3	D, v	
386	black locust	<i>Robinia pseudoacacia</i>	83	70	>15	Low	B2	D, h	
387	Norway maple	<i>Acer platanoides</i>	31	35	>15				
388	Norway maple	<i>Acer platanoides</i>	40	40	>15	Low	C3	D, v	
389	Norway maple	<i>Acer platanoides</i>	32	32	>15	Low	C3	D, v	
390	Norway maple	<i>Acer platanoides</i>	21	22	5~15	Low	C3	D, v	
391	Norway maple	<i>Acer platanoides</i>	32	30	>15	Low	C3	D, v	
392	Norway maple	<i>Acer platanoides</i>	70	40	>15	Low	C2	D, e, h	
393	Norway maple	<i>Acer platanoides</i>	42	40	>15	Low	C3	D, bbr	
394	Norway maple	<i>Acer platanoides</i>	76	55	>15	Low	B2	D, bbr, h	Split limb over pathway and tool house.
395	sugar maple	<i>Acer saccharum</i>	63	50	5~15	Low	B2	D, v	Deadwood over pathway.
396	red oak	<i>Quercus rubra</i>	36	40	>15	Low	C3	D	Leans over pathway at mercer rd entrance.
397	black cherry	<i>Prunus serotina</i>	32	35	5~15	Low	C3	D, v	
398	white oak	<i>Quercus alba</i>	127	75	>15	Low	B2	D	
399	elm	<i>Ulmus</i>	29	25	5~15		C2	D, bbr	
400	red maple	<i>Acer rubrum</i>	28	30	5~15	Low	C3	D	Storm damaged top.
401	American holly	<i>Ilex opaca</i>	27	20	>15				
402	sugar maple	<i>Acer saccharum</i>	53	45	5~15	Low	B2	D	Leans over util. and street.
403	sugar maple	<i>Acer saccharum</i>	59	55	>15	Low	C3	D	
404	sugar maple	<i>Acer saccharum</i>	41	30	5~15	Low	C3	D	
405	American holly	<i>Ilex opaca</i>	21	22	>15				
406	red maple	<i>Acer rubrum</i>	20	30	>15				
407	London planetree	<i>Platanus x acerifolia</i>	77	80	>15				
408	silver maple	<i>Acer saccharinum</i>	103	65	>15	Low	C2	D, bbr	
409	London planetree	<i>Platanus x acerifolia</i>	45	40	>15				
410	Norway maple	<i>Acer platanoides</i>	19	30	>15				
411	red maple	<i>Acer rubrum</i>	113	70	5~15	Low	B1	D, bbr	Lots of storm damage in crown.
412	white ash	<i>Fraxinus americana</i>	98	85	>15	Low	B2	D, h	
413	red maple	<i>Acer rubrum</i>	37	28	5~15		C2	D, bbr	Storm damage
414	pin oak	<i>Quercus palustris</i>	21	23	5~15		C3	D, bbr	
415	red oak	<i>Quercus rubra</i>	32	40	>15	Low	C3	D	
416	white ash	<i>Fraxinus americana</i>	60	70	>15	Low	B2	D	
417	sugar maple	<i>Acer saccharum</i>	40	40	>15		C3	D	
418	sugar maple	<i>Acer saccharum</i>	47	45	>15	Low	C3	D, bbr	
419	red maple	<i>Acer rubrum</i>	61	60	>15	Low	C2	D, xbr	
420	white ash	<i>Fraxinus americana</i>	64	60	>15				
421	white ash	<i>Fraxinus americana</i>	79	65	>15				

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422	pin oak	<i>Quercus palustris</i>	22	35	5~15				
423	slippery elm	<i>Ulmus rubra</i>	29	39	>15				
424	red maple	<i>Acer rubrum</i>	42	30	<5	Low			Covered in vines leaning towards seminary property
425	Norway maple	<i>Acer platanoides</i>	32	30	>15				
426	white ash	<i>Fraxinus americana</i>	34	35	<5				
427	sugar maple	<i>Acer saccharum</i>	25	38	5~15				
428	ironwood	<i>Carpinus caroliniana</i>	30	22	>15		C3	D, bbr	Storm damage
429	ironwood	<i>Carpinus caroliniana</i>	25	26	5~15				Cavity at base. Several long cracks.
430	ironwood	<i>Carpinus caroliniana</i>	18	16	5~15				
431	red maple	<i>Acer rubrum</i>	81	50	>15		C2	D, bbr	Storm damage
432	red maple	<i>Acer rubrum</i>	56	40	5~15		B2	D, bbr	Storm damage in crown.
433	katsuratre	<i>Cercidiphyllum japonicum</i>	40	43	>15		C3	D	Storm damage Smaller lead is hollow and will collapse in 5 yr. Main lead is covered with hederella helix, ivy.
434	white ash	<i>Fraxinus americana</i>	84	85	5~15				
435	white ash	<i>Fraxinus americana</i>	42	50	>15				
436	Catalpa?		57	55	5~15				
437	white ash	<i>Fraxinus americana</i>	51	55	>15				
438	white ash	<i>Fraxinus americana</i>	55	60	>15				
439	American linden	<i>Tilia americana</i>	58	50	>15				
440	red maple	<i>Acer rubrum</i>	49	55	>15				
441	sugar maple	<i>Acer saccharum</i>	55	50	>15				
442	sugar maple	<i>Acer saccharum</i>	25	30	>15				
443	sugar maple	<i>Acer saccharum</i>	31	40	>15				
444	American linden	<i>Tilia americana</i>	104	90	>15	Low			
445	sugar maple	<i>Acer saccharum</i>	31	20	5~15	Low			
446	sugar maple	<i>Acer saccharum</i>	26	35	>15				
447	black cherry	<i>Prunus serotina</i>	64	60	5~15	Low			Severe lean over pathway.
448	sugar maple	<i>Acer saccharum</i>	40	40	>15	Low	C2	D	
449	red oak	<i>Quercus rubra</i>	62	65	5~15		C2	D	In drainage area, lots of deadwood.
450	red maple	<i>Acer rubrum</i>	35	40	>15				
451	white ash	<i>Fraxinus americana</i>	36	40	5~15				
452	silver maple	<i>Acer saccharinum</i>	113	20	0				Wildlife habitat.
453	crabapple	<i>Malus sp.</i>	23	25	<5				
454	sugar maple	<i>Acer saccharum</i>	25	40	>15				
455	red cedar	<i>Juniperus virginiana</i>	31	25	<5	Low			
456	white ash	<i>Fraxinus americana</i>	150	100	>15	Low			
457	eastern white pine	<i>Pinus strobus</i>	118	95	>15	Low			Habitat tree, possible active eagles' nest.
458	American arborvitae	<i>Thuja occidentalis</i>	48	35	>15	Low	C3	D	Wet area. Property line?
459	Japanese oak	<i>Quercus dentate</i>	69	52	>15	Low	B2	D, h	Recent poor pruning, hanger over pathway.
460	red oak	<i>Quercus rubra</i>	171	110	>15	Low	B2	D, v	Deadwood over pathway.
461	American beech	<i>Fagus grandifolia</i>	92	105	>15	Low	B3	D	Deadwood over pathway.
462	shellbark hickory	<i>Carya laciniosa</i>	93	70	>15	Low	B3	D	Deadwood over pathway.
463	Chinese chestnut	<i>Castanea mollissima</i>	40	40	>15	Low	B3	D, h	Deadwood over pathway.
464	pin oak	<i>Quercus palustris</i>	60	60	5~15	Low	B3	D	Ganoderma lucida at base.
465	Chinese chestnut	<i>Castanea mollissima</i>	42	35	>15	Low	B2	D	Trunk wound.
466	red oak	<i>Quercus rubra</i>	202	40	0		C		
467	white oak	<i>Quercus alba</i>	162	80	>15	Low	B2	D	Deadwood over pathway, chicken of the woods on bas
468	American linden	<i>Tilia americana</i>	90	65	>15	Low	B2	D, h	Deadwood over bench.
469	sweetgum	<i>Liquidambar styraciflua</i>	71	65	>15	Low	B2	D, h	Deadwood over bench, shaded out by white oak.
470	white ash	<i>Fraxinus americana</i>	110	60	<5	Moderate Cr	A1	D	In decline.
471	American linden	<i>Tilia americana</i>	45	40	>15	Low	B3	D	
472	shagbark hickory	<i>Carya ovata</i>	43	55	>15	Low			
473	sweetgum	<i>Liquidambar styraciflua</i>	87	70	>15	Low	B3	D, v	

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474	474	red oak	<i>Quercus rubra</i>	104	70	>15	Low	B1	D	
475	475	black gum	<i>Nyssa sylvatica</i>	49	55	>15	Low	B2	D, h	Deadwood over pathway.
476	476	scarlet oak	<i>Quercus coccinea</i>	54	50	>15	Low	B3	D, h	
477	477	Franklinia Tree	<i>Franklinia altamaha</i>	11 @ 1'	15	<5		C3	D	Memorial tree? Trunk damage.
478	478	shingle oak	<i>Quercus imbricaria</i>	60	55	>15	Low	B2	D, h	Storm damage over pathway.
479	479	Franklinia Tree	<i>Franklinia altamaha</i>	13 @ 1'	10	5~15				
480	480a	goldenrain tree	<i>Koelreutaria paniculata</i>	66	40	5~15	Low	B2	D	Deadwood over pathway, leaning.
	480b	goldenrain tree	<i>Koelreutaria paniculata</i>	32	20	>15	Low	B3	D	
	480c	goldenrain tree	<i>Koelreutaria paniculata</i>	26	25	>15	Low	C3	D	
	480d	goldenrain tree	<i>Koelreutaria paniculata</i>	32	28	5~15	Low	C3	D	Cavity at base.
	480e	goldenrain tree	<i>Koelreutaria paniculata</i>	30	22	5~15	Low	B3	D, h	Severe lean, partially uprooted, tr injury.
	480f	goldenrain tree	<i>Koelreutaria paniculata</i>	28	24	0	Low	C		Dead limb over bench, partially uprooted.
	480g	goldenrain tree	<i>Koelreutaria paniculata</i>	33	20	5~15	Low	C3	D	Grows horizontally, beam crack.
	480h	goldenrain tree	<i>Koelreutaria paniculata</i>	30	25	5~15	Low	C3	D	Leaning, partially uprooted.
	480i	goldenrain tree	<i>Koelreutaria paniculata</i>	30	25	<5	Low			Wound at base.
481	481a	dove tree	<i>Davidia involucrata</i>	49	28	5~15	Low	B2	D, h	Basal cavity
	481b	dove tree	<i>Davidia involucrata</i>	38	25	5~15	Low	B2	D, h	Severe lean, resting on trunk of K. paniculata.
	481c	dove tree	<i>Davidia involucrata</i>	22	15	<5	Low	Cr		
482	482	katsuratree	<i>Cercidiphyllum japonicum</i>	162 @ B	50	>15	Low	B2	D, xbr	
483	483	Kentucky coffeetree	<i>Gymnocladus dioica</i>	79	53	>15		B2	D	
484	484	willow oak	<i>Quercus phellos</i>	27	32	>15	Low	C3	D, e	
										Center lead broken out, basal cavity. Trunk significantly compromised.
485	485	willow oak	<i>Quercus phellos</i>	156	75	<5	Low	B		
486	486	Japanese zelkova	<i>Zelkova serrata</i>	76	45	>15	Low	B1	D, h, xbr	
487	487	Persian ironwood	<i>Parrotia persica</i>	89 @ B	33	>15	Low	C2	D, xbr, ws	
488	488	fastigate arborvitae	<i>Thuja occidentalis</i>	122	50	>15	Low	C3	D, v	
489	489	columnar eastern white pine	<i>Pinus strobus</i> 'Fastigiata'	23	18	5~15		C3	D	Slight lean, too wet, thin.
490	490	common bald cypress	<i>Taxodium distichum</i>	93	60	>15	Low	C2	D, v, h, bbr	
491	491	autumn Higan cherry	<i>Prunus subhirtella</i> 'Autumnalis'	56	43	5~15	Low	B1	D, v	Center lead dead, covered with ivy. CBH 6- 42
492	492	cucumber tree	<i>Magnolia acuminata cordata</i>	108	55	>15	Low	C2	D	
493	493	dawn redwood	<i>Metasequoia glyptostroboides</i>	185	95	>15	Low	B2	D, v	
494	494	Serbian spruce	<i>Picea omorika</i>	35	42	>15	Low	C2	D, v, sk	
495	495	white ash	<i>Fraxinus americana</i>	23	28	>15	Low	C3	D, xbr	
496	496	cucumber tree	<i>Magnolia acuminata</i>	58	37	>15	Low	C3	D	
497	497	lenne magnolia	<i>Magnolia x soulangiana</i> 'Lennei'	27	27	>15	Low	C2	Ws, xbr	Exquisite flower.
498	498	cutleaf European beech	<i>Fagus sylvatica</i> 'Laciniata'	62	30	>15	Low	C1	D, v, xbr, h	Clear out invasives in drip line.
499	499	loebner magnolia	<i>Magnolia x loebneri</i>	100 @ B	18	>15	Low	C1	D, v, ws	
500	500	cinnamon hemlock	<i>Tsuga canadensis cinnamomea</i>	31	10	<5		C1	D, v	Rare plant completely covered in vines.
501	501	largeleaf hemlock	<i>Tsuga canadensis macrophylla</i>	26	16	>15		C2	D, v	
502	502	yulan magnolia	<i>Magnolia heptapeta</i>	82	30	>15	Low	C2	D, h, v	
503	503	red maple	<i>Acer rubrum</i>	29	25	<5	Low	B2	D, v	
504	504	tulip poplar	<i>Liriodendron tulipifera</i>	67	45	5~15		C1	D, v	
505	505	tulip poplar	<i>Liriodendron tulipifera</i>	28	30	<5		Cr		Completely covered with vines.
506	506	red maple	<i>Acer rubrum</i>	59	55	>15	Low	B1	D, v	Remove invasives at base of tree.
507	507	tulip poplar	<i>Liriodendron tulipifera</i>	54	50	>15	Low	B2	D, v	Remove invasives.
508	508	tulip poplar	<i>Liriodendron tulipifera</i>	51	50	>15	Low	B2	D, v	Remove invasives.
509	509	tulip poplar	<i>Liriodendron tulipifera</i>	49	50	>15	Low	B2	D, v	Remove invasives.
510	510	tulip poplar	<i>Liriodendron tulipifera</i>	47	50	>15	Low	B2	D, v	Remove invasives.
511	511	tulip poplar	<i>Liriodendron tulipifera</i>	59	55	5~15	Low	B1	D, v	Clear out invasives at base.
512	512	tulip poplar	<i>Liriodendron tulipifera</i>	54	45	5~15	Low	B1	D, v	Clear out invasives at base.
513	513	red mulberry	<i>Morus rubra</i>	48	25	<5	Low	Cr		Covered with vines.
514	514	tulip poplar	<i>Liriodendron tulipifera</i>	60	60	5~15	Low	B2	D, v	
515	515	tulip poplar	<i>Liriodendron tulipifera</i>	54	60	5~15	Low	B1	D, v	

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516	516	red oak	<i>Quercus rubra</i>	38	60	5~15	Low	B2	D, v	
517	517	Himalayan white pine	<i>Pinus griffithii</i>	81	50	>15	Low	B1	D, v, h	
518	518	common horsechestnut	<i>Aesculus hippocastanum</i>	124	35	>15	Low	C3	D, v	
519	519	Norway spruce	<i>Picea abies</i>	54	40	>15	Low	C3	D	
520	520	southern magnolia	<i>Magnolia grandiflora</i> 'Brackens Brown Beauty'	30 @ 1'	20	>15				
521	521	pink star magnolia	<i>Magnolia stellata rosea</i>	67 @ 2'	22	>15	Low	C2	D, v, ws	
522	522	verbanica magnolia	<i>Magnolia x soulangiana verbanica</i>	60	23	5~15	Low	C2	D, v	Clear out invasives.
523	523	kobus magnolia	<i>Magnolia kobus</i>	75	30	>15	Low	C2	D, bbr, ws	Beam crack on low limb.
524	524	white fringetree	<i>Chionanthus virginicus</i>	16 @ 1'	16	>15		C3	d, sk	
525	525	China fir	<i>Cunninghamia lanceolata</i>	96	55	>15		C3	D	
526	526	weeping nootka falsecypress	<i>Chamaecyparis nootkatensis pendula</i>	14	8	<5		Cr		Tree collapsed.
527	527	blue Nootka falsecypress	<i>Chamaecyparis nootkatensis glauca</i>	41	35	>15				
528	528	flowering dogwood	<i>Cornus florida</i>	47 @ B	22	>15		C3	D, h, ws, bbr	
529	529	oriental spruce	<i>Picea orientalis</i>	94	55	>15	Low	B2	D, v	Top blown out on large lead.
530	530	Japanese cryptomeria	<i>Cryptomeria japonica</i> 'Lobblil'	65	50	>15		C3	D, bbr	
531	531	sweet bay magnolia	<i>Magnolia virginiana</i>	14	16	5~15		C3	D, xbr, bbr	Needs mulch ring.
532	532	Japanese black pine	<i>Pinus thunbergii</i>	40	22	>15		C3	D, bbr, v	Morning dove nest.
533	533	threadleaf falsecypress	<i>Chamaecyparis pisifera</i> 'Filifera'	35	30	>15		C3	D, xbr	
534	534	blue atlas cedar	<i>Cedrus atlantica glauca</i>	77	35	>15		C2	D, v	
535	535	incense cedar	<i>Libocedrus decurrens</i>	80	45	5~15	Low	B3	D	Appears to have lost a leader, cavity at base. Significant browning.
536	536	Japanese white pine	<i>Pinus parviflora</i> 'glauca'	26	22	>15		C3	D	
537	537	hinoki falsecypress	<i>Chamaecyparis obtusa</i>	37	18	>15		C3	D, bbr, v	
538	538	pitch pine	<i>Pinus rigida</i>	36	23	>15		C3	D, h	
539	539	Norway spruce	<i>Picea abies</i>	118	60	>15	Low	B2	D, h, bbr	
540	540	Douglas fir	<i>Pseudotsuga menziesii</i>	56	40	>15	Low	C3	D, v	
541	541	Norway spruce	<i>Picea abies</i>	118	65	>15	Low	B2	D, bbr, h	
542	542	eastern white pine	<i>Pinus strobus</i>	36	20	5~15				Growing out of trunk of spruce.
543	543	Lebanon cedar	<i>Cedrus libani</i>	60	30	>15	Low	B3	D, h	
544	544	Norway spruce	<i>Picea abies</i>	124	65	>15	Low	B2	D, bbr, v	
545	545	European larch	<i>Larix decidua</i>	80	60	>15	Low	B2	D, v	
546	546	golden thread-leaved sawara cypress	<i>Chamaecyparis pisifera</i> 'filifera aurea'	58	50	>15	Low	C2	D, h	
547	547	yellow fruited English yew	<i>Taxus baccata lutea</i>	43	30	>15	Low	B2	D, e	Low branches at eye level, good example of layers.
548	548	amur cork tree	<i>Phellodendron amurense</i>	95	50	>15	Low	B1	D, v	
549	549	moss Sawara cypress	<i>Chamaecyparis pisifera squarrosa</i>	117	60	>15	Low	B1	D, bbr, h	
550	550	weeping Higan cherry	<i>Prunus subhirtella</i> 'pendula'	90	33	>15	Low	C2	sk, v	
551	551	dove tree	<i>Davidia involucrata</i>	29	25	>15	Low	C3	D	
552	552	oriental photina	<i>Photina villosa</i>	9	15	>15		C3	d, sk	
553	553	dawn redwood	<i>Metasequoia glyptostroboides</i>	13 @ 1'	15	>15				
554	554	Chinese redbud	<i>Cercis chinensis</i>		17	<5		C1	D	Multiple stems +20
555	555	oriental arborvitae	<i>Thuja orientalis</i>	89	30	5~15	Low	B2	D, bbr, h	Remove invasives. Significant lean.
556	556	Colorado spruce	<i>Picea pungens</i>	58	43	>15	Low	B3	D, bbr	
557	557	eastern redbud	<i>Cercis canadensis</i>	9	16	>15		C2	D, h, xbr	
558	558	Japanese red umbrella pine	<i>Pinus densiflora</i> 'Umbraculifera'	42 @ B	12	5~15				Large split out.
559	559	western white pine	<i>Pinus monticola</i>	28	17	>15		C3	D	
560	560	eastern white pine	<i>Pinus strobus</i> 'glauca'	51	38	>15		C1	D, v	
561	561	kousa dogwood	<i>Cornus kousa</i>	39 @ B	15	5~15		C3	D	Needs mulch ring.
562	562	kousa dogwood	<i>Cornus kousa</i>	54 @ B	20	>15		C3	D, ws	
563	563	kousa dogwood	<i>Cornus kousa</i>	57 @ B	20	>15		C2	D, h, bbr, v	
564	564	kousa dogwood	<i>Cornus kousa</i>	63 @ B	20	>15		C1	D, v, h	
565	565	eastern hemlock	<i>Tsuga canadensis</i>	21	15	0	Low	C		
566	566	eastern hemlock	<i>Tsuga canadensis</i>	33	35	5~15		C1	D, v	Lower half of tree shaded out.
567	567	black walnut	<i>Juglans nigra</i>	69	60	>15	Low	B2	D, v	

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568	kousa dogwood	<i>Cornus kousa</i>	45 @ B	18	5~15		C2	D, v, ws	
569	eastern hemlock	<i>Tsuga canadensis</i>	34 @ B	25	5~15	Low	C2	D, v	
570	eastern hemlock	<i>Tsuga canadensis</i>	28	28	>15	Low	C3	D, v	
571	kousa dogwood	<i>Cornus kousa</i>	41 @ B	18	>15		C3	D, h, ws, e	
572	Norway spruce	<i>Picea abies</i>	115	75	>15	Low	B1	D, v	
573	Cornelian cherry dogwood	<i>Cornus mas</i>		18	<5	Low	Cr	D	Multistem +7, water sprouts +20
574	Cornelian cherry dogwood	<i>Cornus mas</i>	88 @ B	20	5~15	Low	Cr	D, v	Multistem +7, water sprouts +20
575	kousa dogwood	<i>Cornus kousa</i>	52 @ B	18	>15		C3	D, v	
576	eastern hemlock	<i>Tsuga canadensis</i>	58	45	>15	Low	C3	D	
577	kousa dogwood	<i>Cornus kousa</i>	54 @ B	18	>15		C3	D, xbr	
578	kousa dogwood	<i>Cornus kousa</i>	46 @ B	20	>15		C3	D	
579	eastern white pine	<i>Pinus strobus</i>	102	75	5~15	High	Cr	crd	Codom @ 20', side leaning over road rotted. Util, lamp post, busy road targets. Small canker at buttress root.
580	Franklinia Tree	<i>Franklinia altamaha</i>	19 @ B	16	<5				
581	hackberry	<i>Celtis occidentalis</i>	33	30	>15		C3	D	
582	kousa dogwood	<i>Cornus kousa</i>	58 @ B	18	>15		C2	D, v	
583	silver maple	<i>Acer saccharinum</i>	14	20	>15		Cr		Volunteer.
584	kousa dogwood	<i>Cornus kousa</i>	72 @ B	18	<5	Low	Cr		
585	eastern white pine	<i>Pinus strobus</i>	45	35	>15	Low	C2	D, h	
586	eastern white pine	<i>Pinus strobus</i>	43	35	5~15	Low	C2	d, v	
587	eastern white pine	<i>Pinus strobus</i>	46	35	>15	Low	C1	D, v, h	
588	eastern white pine	<i>Pinus strobus</i>	36	20	0	Low	B		
589	eastern white pine	<i>Pinus strobus</i>	32	30	>15	Low	C2	D, v	
590	eastern white pine	<i>Pinus strobus</i>	36	32	5~15	Low	C2	D, h	
591	eastern white pine	<i>Pinus strobus</i>	37	32	>15	Low	C2	D, ewr, v	
592	kousa dogwood	<i>Cornus kousa</i>	50 @ B	16	>15		C3	D	
593	kousa dogwood	<i>Cornus kousa</i>	45 @ B	16	<5	Low	C		
594	kousa dogwood	<i>Cornus kousa</i>	15 @ B	13	>15		C3	D, xbr	
595	eastern white pine	<i>Pinus strobus</i>	48	32	>15		C3	D	
596	eastern white pine	<i>Pinus strobus</i>	48	32	>15		C3	D, h	
597	eastern white pine	<i>Pinus strobus</i>	53	35	5~15	Low	B2	D, bbr	Storm damaged top.
598	eastern white pine	<i>Pinus strobus</i>	36	32	>15		C3	D	
599	black gum	<i>Nyssa sylvatica</i>	22	19	<5		C		Covered with vines.
600	hackberry	<i>Celtis occidentalis</i>	36	30	>15	Low	C3	D, e	
601	black gum	<i>Nyssa sylvatica</i>	27	25	<5		C1	D, v	Top covered with vines.
602	black gum	<i>Nyssa sylvatica</i>	28	30	>15		C2	D, v	
603	hackberry	<i>Celtis occidentalis</i>	35	32	>15	Low	C2	D, xbr	Needs mulch ring.
604	black gum	<i>Nyssa sylvatica</i>	24	33	>15	Low	C2	D	
605	black gum	<i>Nyssa sylvatica</i>	23	30	>15	Low	C2	D, xbr, e.	
606	hackberry	<i>Celtis occidentalis</i>	26	25	>15	Low	C3	D, e	
607	London planetree	<i>Platanus x acerifolia</i>	41	40	>15	Low	B3	D, h, ewr	Clip back over road.
608	ironwood	<i>Carpinus caroliniana</i>	22	22	>15		C3	V	
609	hackberry	<i>Celtis occidentalis</i>	21	26	>15		C3	D, e	
610	English elm	<i>Ulmus procera</i>	97	60	5~15	Extreme	A1	Active failure.	14" limb over road, actively failing.
611	white oak	<i>Quercus alba</i>	100	65	>15	Low	B2	D, e	Elevate low limbs over road.
612	white oak	<i>Quercus alba</i>	57	60	>15	Low	B3	D	
613	white ash	<i>Fraxinus americana</i>	110	85	<5		A		Significant basal cavity, extensive dieback in cr. Bark peeling away.
614	white ash	<i>Fraxinus americana</i>	71	60	<5		B		Extensive dieback in crown, significant lean.
615	Nordmann fir	<i>Abies nordmanniana</i>	91	60	>15	Low	C3	D	
616	Norway maple	<i>Acer platanoides</i>	79	45	>15	Low	B2	D, h	
617	tulip poplar	<i>Liriodendron tulipifera</i>	142	90	5~15	Moderate	Hi		Very deep basal cavity. Use resistograph
618	ironwood	<i>Carpinus caroliniana</i>	22 @ 3'	20	>15		C3	Xbr	
619	American beech	<i>Fagus grandifolia</i>	31	30	>15	Low	B3	Ewr	Clip in from road.

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620	620	white ash	<i>Fraxinus americana</i>	88		90	>15	Low	B2	D	
621	621	white ash	<i>Fraxinus americana</i>	89		95	>15	Moderate	A2	D	Lean over road.
622	622	Norway maple	<i>Acer platanoides</i>	78		55	>15	Low	B2	D	Deadwood over road.
623	623	tulip poplar	<i>Liriodendron tulipifera</i>	122		100	>15	Moderate	A2	D	Deadwood over parking lot.
624	624	tulip poplar	<i>Liriodendron tulipifera</i>	134		60	<5	Moderate	B		Previously topped, 20' stag horn over parking lot.
625	625	Japanese maple	<i>Acer palmatum</i>	44		35	>15	Low	A2	D, h, bbr	Over playground.
626	626	Norway maple	<i>Acer platanoides</i>	66		50	5~15	Low	B2	D, bbr	Over playground, storm damage, canker at 25'.
627	627	hedge maple	<i>Acer campestre</i>								
628	628	sweetgum	<i>Liquidambar styraciflua</i>	87		75	>15	Moderate	B1	D, bbr, h	Broken 4" limb over playground at 25'.
629	629	American beech	<i>Fagus grandifolia</i>	65 @ 2'		33	>15	Low	C3	D, h	
630	630	gingko	<i>Ginkgo biloba</i>	131		80	>15	Low	B3	D	Dead limb over bench.
631	631	Cilician fir	<i>Abies cilicica</i>	108		95	>15	Low	B3	D	
632	632	Norway spruce	<i>Picea abies</i>	115		70	>15		C2	D	
633	633	Abies sp	<i>Abies</i>	93		80	>15		C3	D	
634	634	Japanese zelkova	<i>Zelkova serrata</i>	88		50	>15	Low	B2	D, xbr	
635	635	willow oak	<i>Quercus phellos</i>	118		75	>15	Low	B1	D, e	Deadwood over wak.
636	636	crabapple	<i>Malus sp.</i>	22 @ 2'		12	>15				
637	637	silver linden	<i>Tilia tomentosa</i>	37		25	>15	Low	C3	D, xbr	
638	638	Persian ironwood	<i>Parrotia persica</i>	60 @ B		25	>15		C1	D, xbr, v	
639	639	autumn purple white ash	<i>Fraxinus americana</i> 'Autumn Purple'	29		25	>15	Low			Needs mulch ring
640	640	honey locust	<i>Gleditsia tricanthos</i>	36		25	>15		C2	D	Needs mulch ring.
641	641	white oak	<i>Quercus alba</i>	53		30	>15		C3	D, h	Needs mulch ring.
642	642	shingle oak	<i>Quercus imbricaria</i>	47		38	>15		C2	D, xbr	
643	643	English oak	<i>Quercus robur fastigiata</i>	43 @ B		30	>15		C3	D, ewr	One limb sticking out the side, needs mulch ring.
644	644	Norway spruce	<i>Picea abies</i>	117		55	5~15	Low	B1	D, bbr, ewr, h	Top blown out in storm. Multiple hangers and two cracked limbs.
645	645	American Yellowwood	<i>Cladrastis kentukea</i>	64		50	5~15	Low	B1	D	Hollow stem, codom crack, dieback in crown.
646	646	paperbark maple	<i>Acer griseum</i>	36 @ 1'	15	14	5~15	Low	C3	D	Basal trunk wound
647	647	Sawara falsecypress	<i>Chamaecyparis pisifera</i>	115		70	>15	Low	B2	D	
648	648	hawthorn	<i>Crataegus sp.</i>	16		20	>15	Low	C3	D,e,Xbr	
649	649	ginkgo	<i>Ginkgo biloba</i>	54		50	>15	Low	C3	Xbr	
650	650	weeping hemlock	<i>Tsuga canadensis 'pendula'</i>	29 @ 1'	20	7	>15	Low	C3	Ewr	Clip in ends extending into pathways
651	651	Japanese maple	<i>Acer palmatum</i>	43 @ B	27	14	>15	Low	C3	D	Signature tree, center lead broke in winter storm. Beam crack on k
652	652	plume falsecypress	<i>Chamaecyparis pisifera plumosa</i>	123		70	>15	Low	B2	D, h, bbr,v	
653	653	tiger tail spruce	<i>Picea torana</i>	54		47	>15	Low	C3	D,V	Unusual basal swelling
654	654	Japanese maple 'Bloodgood'	<i>Acer palmatum 'Bloodgood'</i>	26 @ B	25	15	>15	Low	C3	D	
655	655	purple leaf beech	<i>Fagus sylvatica 'Atropunicea'</i>	42		35	>15	Low	C3	D	Grade out excess rocks and soil away. from base
656	656	Korean stewartia	<i>Stewartia koreana</i>	32		33	>15	Low			Beautiful tree!
657	657	Engleman spruce	<i>Picea engelmannii</i>	67		60	>15	Low	C2	D	Looks thin, may be mite damage
658	658	dwarf Norway spruce	<i>Picea abies Maxwellii</i>	15 @ 1'	15	7	5~15	Low	C3	D	One stem damaged
659	659	moss sawara cypress	<i>Chamaecyparis pisifera squarrosa</i>	122		70	>15	Low	B2	D, bbr,	Beautiful low limbs, recent storm damage
660	660	Colorado blue spruce	<i>Picea pungens glauca</i>	16 @ B	6	8	>15	Low			Newer planting
661	661	Kwanzan cherry	<i>Prunus serrulata 'Kwanzan'</i>	28	25	18	>15	Low			Planted April 2014
662	662	Lebanon cedar	<i>Cedrus libani stenocoma</i>	83		75	>15	Low	C3	D	
663	663	hackberry	<i>Celtis occidentalis</i>	43		38	>15	Low	C3	D	Small trunk wound
664	664	Japanese wisteria	<i>Wisteria floribunda</i>		50	10	>15	Low	C2	d, v	This is 7 distinct clusters planted in a circle - white flower. Support
665	665	weeping cherry	<i>Prunus subhirtella pendula</i>	24	15	13	5~15	Low	C3	d,v,e	Volunteer, directly on property corner by fence
666	666	blackhaw viburnum	<i>Viburnum prunifolium</i>	23 @ B	22	17	>15	Low			Needs mulch ring
667	667	Lebanon cedar	<i>Cedrus libani</i>	110		70	>15	Low	B2	D	Neighbor's car parked underneath. Located next to gate to Guerns
668	668	Yoshino cherry	<i>Prunus x yedoensis</i>	43		32	5~15	Low	C3	D	Cavity in trunk at 9. Feet. Along property line
669	669	kousa dogwood	<i>Cornus kousa</i>	52 @ B	40	20	>15	Low			
670	671	sugar maple	<i>Acer saccharum</i>	25		25	>15	Low			Remove wire on trunk
671	672	Japanese crabapple	<i>Malus floribunda</i>	44	38	20	>15	Low	C2	D,xbr,ws	Needs mulch ring, tent catapillar present
672	673	Norway spruce	<i>Picea abies</i>	101		68	>15	Low	C1	D,V	Lots of poison ivy, needs mulch ring

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673	674	Norway spruce	<i>Picea abies</i>	94		68	>15	Low	C1	D,V, Bbr	Covered with poison ivy,needs mulch ring	
674	670	eastern white pine	<i>Pinus strobus</i>	97		90	>15	Moderate	B1	D,V, Bbr	Near picnic bench	
675	678	eastern white pine	<i>Pinus strobus</i>	100		90	>15	Moderate	B1	D,V, Bbr,H	Near Guernsey Hall property line, recent storm damage	
676	675	eastern white pine	<i>Pinus strobus</i>	88		95	>15	Low	C1	D,V, Bbr	Over picnic bench, lots of recent storm damage	
677	676	eastern white pine	<i>Pinus strobus</i>	81		90	>15	Moderate	B2	D,V, Bbr	Near picnic bench	
678	677	eastern white pine	<i>Pinus strobus</i>	97		100	>15	Moderate	B1	D,V, Bbr	recent storm damage	
679	679	eastern white pine	<i>Pinus strobus</i>	104		100	>15	Moderate	B1	D,V, Bbr,H	recent storm damage, co dom at 30',hanger	
680	680	kousa dogwood	<i>Cornus kousa</i>	84 @ B	45	25	>15	Low	C3	D		
681	681	kousa dogwood	<i>Cornus kousa</i>	72 @ B	48	25	>15	Low	C3	D,v		
682	682	kousa dogwood	<i>Cornus kousa</i>	52 @ B	40	20	>15	Low	C3	D,v, string in tree		
683	683	English yew	<i>Taxus baccata aurea</i>	150 @ B	40	20	<5	Low	C		Multi lead older yew, more than half dead	
684	684	empress tree	<i>Paulonia tomentosa</i>	209		38	<5	High	A2	crd,d,v	Signature tree for the park,preserve as a veteran, large cavity at base	
685	685	Japanese Pagodatree	<i>Styphnolobium japonicum</i>	76		55	>15	Moderate	B2	D	Needs mulch ring	
686	686	Japanese Pagodatree	<i>Styphnolobium japonicum</i>	64		50	>15	Moderate	B2	D	Over display board	
687	687	Japanese Pagodatree	<i>Styphnolobium japonicum</i>	65		45	5~15	High	A2	D	Over benches and display board	
688	688	Japanese maple	<i>Acer palmatum</i>	18		20	5~15	Low	C3	D,v,ewr	Has significant lean, over fence,poor structure	
689	689	eastern white pine	<i>Pinus strobus</i>	105		95	>15	Moderate	B1	D,v,bbr,h	Near parking lot, lots of recent storm damage	
690	690	willow oak	<i>Quercus phellos</i>	69		70	>15	Moderate	B3	D	Over parking area	
691	691	Japanese maple	<i>Acer palmatum</i>	26		30	>15	Low			Among several other small diameter Japanese maple	
692	692	Japanese maple	<i>Acer palmatum</i>	21		25	>15	Moderate	B3	D,v	14" lead is dead and hangs over parking lot, leans over parking area	
693	693	Japanese maple	<i>Acer palmatum</i>	15		20	>15	Low	C3	D		
694	694	red oak	<i>Quercus rubra</i>	83		75	>15	Moderate	B3	D,v	Crown is over parking area	
695	695	Japanese maple	<i>Acer palmatum</i>	34		23	>15	Low	C3	E,v	Leans over parking area	
696	696	Norway maple	<i>Acer platanoides</i>	66		55	>15	Moderate	B2	D,h,v,bbr	Top blown out in storm, hangs over parking area	
697	697	Japanese maple	<i>Acer palmatum</i>	26		20	>15	Moderate	B3	D,v	Leans over parking area,one low dead limb	
698	698	Eastern arborvitae	<i>Thuja occidentalis</i>	28		23	5~15	Low	C3	D,v	Hangs over parking area	
699	699	Norway maple	<i>Acer platanoides</i>	49		50	>15	Low	C3	D,e,v	Crown hangs over neighbor's driveway	
700	700	tulip poplar	<i>Liriodendron tulipifera</i>	138		100	>15	Moderate	B2	D	Very large tree between parking and Lovers Lane	
701	701	Japanese yew	<i>Taxus cuspidata</i>	23		20	>15	Low			Next to Lovers Lane sidewalk	
702	702	English yew	<i>Taxus baccata</i>	62 @ B	30	16	5~15	Low	Cr	C2	D,bbr,h,v	A beat up old specimen, many cracked limbs, next to big tulip
703	703	American beech	<i>Fagus grandifolia</i>	82		60	>15	Low	B3	D,v	Deadwood over sidewalk	
704	704	tulip poplar	<i>Liriodendron tulipifera</i>	128		60	>15	High	B2	D,v,trash in tree	Over parking	
705	705	American linden	<i>Tilia tomentosa</i>	24	8	12	>15	Low	Cr	C3	E	Located at corner of entrance, may be a sight line problem
706	706	white fringetree	<i>Chionanthus virginicus</i>		12	14	>15	Low				Multi stemmed plant located at entrance to Park on right side
707	707	shadblow serviceberry	<i>Amelanchier canadensis</i>		6	10	>15	Low				Located in center of parking area
708	708	shadblow serviceberry	<i>Amelanchier canadensis</i>		6	10	>16	Low				Located in center of parking area
709	709	shadblow serviceberry	<i>Amelanchier canadensis</i>		6	10	>17	Low				Located in center of parking area
710	710	shadblow serviceberry	<i>Amelanchier canadensis</i>		6	10	>18	Low				Located in center of parking area
711	711	shadblow serviceberry	<i>Amelanchier canadensis</i>		6	10	>19	Low				Located in center of parking area
712	712	shadblow serviceberry	<i>Amelanchier canadensis</i>		6	10	>20	Low				Located in center of parking area
713	713	tulip poplar	<i>Liriodendron tulipifera</i>	97		55	>15					Woods tree - next to #320 black oak
714	714	sugar maple	<i>Acer saccharum</i>	28		35	>15					Woods tree - next to #310 sugar maple

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Tree Management Plan for Marquand Park

APPENDIX 4: SUGGESTED TREE REMOVALS

#	ID #	Common Name	Scientific Name	CBH_1	Height	LifeExp	Failure	Impact	Conseq	Risk	Re	Comments
1	324	red oak	<i>Quercus rubra</i>	125	50	0	Probable	High	Severe	High	A	Near Mercer Road
2	376	tulip poplar	<i>Liriodendron tulipifera</i>	156	40	0	Probable	High	Severe	High	A	Next to tool shed. Shoe string root rot.
3	613	white ash	<i>Fraxinus americana</i>	110	85	<5	Probable	High	Severe	High	A	Significant basal cavity, extensive dieback in cr. Bark peeling away.
4	614	white ash	<i>Fraxinus americana</i>	71	60	<5	Probable	High	Severe	High	A	Extensive dieback in crown, significant lean.
5	270	black cherry	<i>Prunus serotina</i>	14	25	0	Probable	Low	Minor	Low	B	small tree next to path
6	274	Norway maple	<i>Acer platanoides</i>	27	30	0	Probable	Low	Minor	Low	B	small tree next to path
7	320	black oak	<i>Quercus velutina</i>	92	65	0	Probable	Moderate	Significant	Moderate	B	Near Mercer Road
8	466	red oak	<i>Quercus rubra</i>	202	40	0	Possible	Moderate	Severe	Moderate	B	40' trunk
9	485	willow oak	<i>Quercus phellos</i>	156	75	<5	Probable	Low	Severe	Moderate	B	Center lead broken out, basal cavity. Trunk significantly compromised.
10	588	eastern white pine	<i>Pinus strobus</i>	36	20	0	Possible	Low	Minor	Low	C	
11	44	American linden	<i>Tilia americana</i>	30	25	0					C	Leave for habitat
12	139	Fraser fir	<i>Abies fraseri</i>	22	22	0	Possible	Low	Minor	Low	C	
13	217	tulip poplar	<i>Liriodendron tulipifera</i>	19	25	0	Possible	Low	Minor	Low	C	
14	230	sugar maple	<i>Acer saccharum</i>	16	0	0					C	Armillaria
15	314	sugar maple	<i>Acer saccharum</i>	34	40	<5	Possible	Low	Minor	Low	C	Beam split
16	317	sugar maple	<i>Acer saccharum</i>	19	30	<5	Possible	Low	Minor	Low	C	
17	354	sugar maple	<i>Acer saccharum</i>	24	25	0					C	Woodpecker nest, leave for habitat.
18	480f	goldenrain tree	<i>Koelerutaria paniculata</i>	28	24	0	Probable	Moderate	Minor	Low	C	Dead limb over bench, partially uprooted.
19	565	eastern hemlock	<i>Tsuga canadensis</i>	21	15	0	Possible	VeryLow	Negligible	Low	C	
20	593	kousa dogwood	<i>Cornus kousa</i>	45 @ B	16	<5	Possible	Low	Minor	Low	C	
21	599	black gum	<i>Nyssa sylvatica</i>	22	19	<5					C	Covered with vines.
22	681	English yew	<i>Taxus baccata aurea</i>	150 @ B	20	<5	Possible	Low	Minor	Low	C	Multi lead older yew, more than half dead
23	157	black locust	<i>Robinia pseudoacacia</i>	31	40	>15	Possible	Low	Significant	Low	Cr	Slight lean towards private residence
24	194	sugar maple	<i>Acer saccharum</i>	19	25	<5	Probable	Low	Minor	Low	Cr	
25	253	sugar maple	<i>Acer saccharum</i>	26	30	5-15	Possible	Low	Minor	Low	Cr	
26	380	black locust	<i>Robinia pseudoacacia</i>	87	55	<5	Possible	Low	Severe	Low	Cr	Significant lean, cracks, long wd on tension side.
27	470	white ash	<i>Fraxinus americana</i>	110	60	<5	Probable	Medium	Severe	Moderate	Cr	In decline.
28	481c	dove tree	<i>Davidia involucrata</i>	22	15	<5	Probable	Low	Minor	Low	Cr	
29	505	tulip poplar	<i>Liriodendron tulipifera</i>	28	30	<5					Cr	Completely covered with vines.
30	513	red mulberry	<i>Morus rubra</i>	48	25	<5	Probable	Medium	Minor	Low	Cr	Covered with vines.
31	526	weeping nootka falsecypress	<i>Chamaecyparis nootkatensis pendula</i>	14	8	<5					Cr	Tree collapsed.
32	544	incense cedar	<i>Libocedrus decurrens</i>	80	55	<5	Possible	Low	Minor	Low	Cr	browned out very quickly, lost a lead last year, cavity at base
33	573	Cornelian cherry dogwood	<i>Cornus mas</i>	0	18	<5	Possible	Low	Minor	Low	Cr	Multistem +7, water sprouts +20
34	574	Cornelian cherry dogwood	<i>Cornus mas</i>	88 @ B	20	5-15	Possible	Low	Minor	Low	Cr	Multistem +7, water sprouts +20
35	579	eastern white pine	<i>Pinus strobus</i>	102	75	5-15	Probable	High	Significant	High	Cr	Codominant @ 20', side leaning over road rotted. Util, lamp post, busy road targets. Small canker at buttress root.
36	583	silver maple	<i>Acer saccharinum</i>	14	20	>15					Cr	Volunteer.
37	584	kousa dogwood	<i>Cornus kousa</i>	72 @ B	18	<5	Possible	Low	Minor	Low	Cr	
38	700	English yew	<i>Taxus baccata</i>	62 @ B	16	5-15	Probable	Low	Minor	Low	Cr	A beat up old specimen, many cracked limbs, next to big tulip
39	703	American linden	<i>Tilia tomentosa</i>	24	12	>15	Improbable	Low	Negligible	Low	Cr	Located at corner of entrance, may be a sight line problem
40	189	tulip poplar	<i>Liriodendron tulipifera</i>	169	105	>15	Possible	Low	Significant	Low	Hi	Hazard inspection suggested, basal cavities
41	190	white ash	<i>Fraxinus americana</i>	127	65	5-15	Possible	Medium	Severe	Moderate	Hi	Cavity at base, leans over road
42	617	tulip poplar	<i>Liriodendron tulipifera</i>	142	90	5-15	Possible	Medium	Severe	Moderate	Hi	Very deep basal cavity. Use resistograph!
39 Suggested Removals			4 - 'A' Priority									
5.46% of Total			5 - 'B' Priority									
			13 - 'C' Priority									
			17 - 'Consider Removal									
			3 - 'Further Inspection needed'									

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Map of Marquand Park showing location of the 10 “A” & “B” or high priority removals and 3 Hazard Inspections

Wooded Area is outlined in green and the Public Garden area is outlined in blue.

Map on following page is the removals location map as it appears in the GIS program with all of the “C” or low priority removals shown as well as the “CR” or trees that should be Considered for Removal.

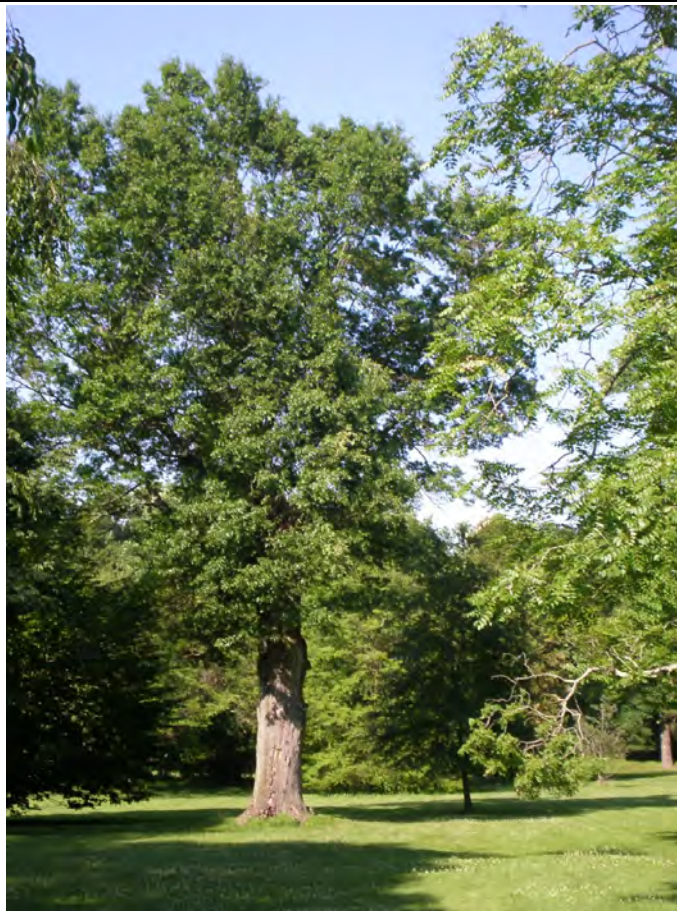
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Ash # 613 & # 614 to be removed



Willow oak # 485 to be removed

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40' Red oak stick #466 to be removed

Black oak # 320 near Mercer Road to remove

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APPENDIX 5: SUGGESTED ACTIVITY SCHEDULE

TREATMENT-ACTIVITY	YEAR*	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
REMOVALS													
A Priority	1	X	X	X							X	X	X
B Priority	2	X	X	X							X	X	X
Removals	4A	X	X	X							X	X	X
Stump Removal	3A	X	X	X							X	X	X
In-depth Inspection	1				X	X	X	X	X	X			
PRUNING													
A Priority	1	X	X	X							X	X	X
B Priority	2	X	X	X							X	X	X
Routine Pruning (Five- YearRotation)	3	X	X	X							X	X	X
Training Pruning (Three-Year-Rotation)	1A	X	X	X							X	X	X
FERTILIZATION													
Macronutrient (NPK) -Fair and Poor Condition Trees	1A			X	X						X	X	
Macronutrient (NPK)- Excellet and Good condition Trees	2			X	X						X	X	
Micronutrient (Trunk or Foliar)	N					X	X	X	X				
Micronutrient (soil treatment)	N												
PEST MANAGEMENT													
Scouting	1A				X	X	X	X	X	X			
Pesticide Treatments	N				X	X	X	X	X	X			
BLS Irrigation								X	X	X			
Pest Pruning	N												
TREE PLANTING													
B&B/Container	1A			X	X	X				X	X	X	
Bare Root	1A		X	X	X								
Watering (New Trees)	1A				X	X	X	X	X	X	X		
Cabling & Bracing	4N	X	X	X								X	X
Tree Circles mulch	1A												
Tree circles spray	1A				X	X	X						
Watering (Older Trees)	1A						X	X	X	X	X		
INVENTORY-ASSESSMENT													
Update tree inventory	3	X	X								X	X	X
Update Computer Database	1A												
Update CAD map	1A												

Notes: Shaded areas () indicate months where tasks can be completed operationally

* = Year task is recommended to be initiated/completed

A = Continue on an annual basis after task is initiated

N = Implement on an as-needed basis

X = Optimal biological time (or for cost-efficiency)

This chart has been provided in order to help the property manager better organize the tree maintenance program.

This table shows recommended months that particular maintenance tasks should take place. The success of most tree maintenance tasks, such as planting, pruning, or fertilizing, is dependent upon seasonal temperature and weather conditions.

The maintenance tasks described in this plan should be scheduled for and performed during optimal biological periods to sustain tree health and to ensure the best chance for survival of The Park's trees.

APPENDIX 6: PROJECT AREA MAP



Example of the GIS Tree Inventory map with tree ID numbers inked in to illustrate. Rolling the cursor over a pin will allow a pop up box to appear with all the data concerning that tree.

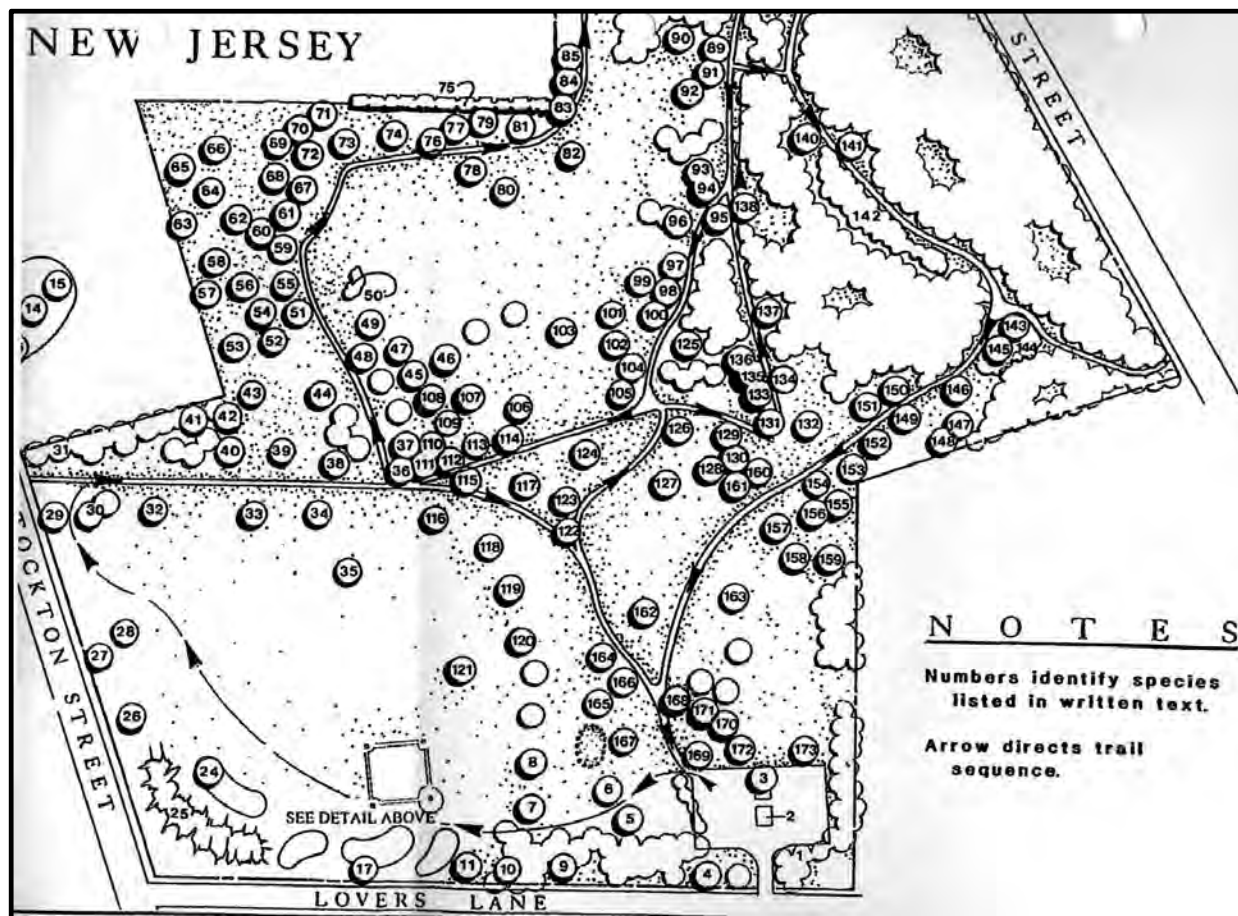
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Roland Machold's tree Location sketch from the 2003 revision of the *Guide to Marquand Park*

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APPENDIX 7: MULCH RING RECOMMENDATIONS

#	ID #	Common Name	Scientific Name	CBH	Height	Comment
1	610	English elm	<i>Ulmus procera</i>	97"	60'	Deep crack in co-dominant lead at 25'
2	611	white oak	<i>Quercus alba</i>	110"	85'	Along Lover's Lane
3	612	white oak	<i>Quercus alba</i>	57"	60'	Along Lover's Lane
4	615	Nordman fir	<i>Abies nordmanniana</i>	91"	60'	north side of play area
5	616	Norway maple	<i>Acer platanoides</i>	79"	45'	Over play area
6	617	tulip poplar	<i>Liriodendron tulipifera</i>	142"	90'	cavity at base, bees inside
7	618	ironwood	<i>Carpinus caroliniana</i>	22" @ 3'	20'	Along Lover's Lane
8	619	American beech	<i>Fagus grandifolia</i>	31"	30'	Along Lover's Lane
9	620	white ash	<i>Fraxinus americana</i>	88"	90'	
10	621	white ash	<i>Fraxinus americana</i>	89"	95'	
11	622	Norway maple	<i>Acer platanoides</i>	78"	55'	near Lover's Lane
12	624	tulip poplar	<i>Liriodendron tulipifera</i>	134"	60'	MRD, white rot fruiting body present
13	625	Japanese maple	<i>Acer palmatum</i>	4 leads	35'	Next to play area
14	626	Norway maple	<i>Acer platanoides</i>	66"	50'	over play area
15	627	hedge maple	<i>Acer campestre</i>	38" @ base	22'	Across path from main sign
16	628	sweetgum	<i>Liquidambar styraciflua</i>	87"	75'	next to hedge maple
17	629	American beech	<i>Fagus grandifolia</i>	65" @ 2'	33'	east side of play area
18	630	ginkgo	<i>Ginkgo biloba</i>	131"	80'	Over swing area
19	631	Cilician fir	<i>Abies cilicica</i>	108"	95'	
20	632	Norway spruce	<i>Picea abies</i>	115"	70'	
21	633	Nordman fir	<i>Abies nordmanniana</i>	93"	80'	
22	634	Japanese zelkova	<i>Zelkova serrata</i>	88"	50'	
23	635	willow oak	<i>Quercus phellos</i>	118"	75'	
24	636	Japanese crabapple	<i>Malus floribunda</i>	22" @ 2'	12'	
25	637	silver linden	<i>Tilia tomentosa</i>	37"	25'	
26	638	Persian ironwood	<i>Parrotia persica</i>	60" @ base	25'	
27	645	yellowwood	<i>Cladrastus kentuckia</i>	Multi stem	50'	one lead is dead
28	646	paperbark maple	<i>Acer griseum</i>	36" @ 1'	15'	scar on trunk
29	648	hawthorn	<i>Crataegus sp?</i>	16"	20'	
30	649	ginkgo	<i>Ginkgo biloba</i>	54"	50'	
31	651	Japanese maple	<i>Acer palmatum</i>	43" @ base	14'	Signature tree of the Arboretum
32	653	tiger tail spruce	<i>Picea torana</i>	54"	47'	Unusual swelling at base - graft incompatibility?
33	657	Engelman spruce	<i>Picea englemanni</i>	67"	60'	3 lead tree, mite damage?, possible girdling root?
34	662	hardy cedar of Lebanon	<i>Cedrus libani stenacoma</i>	83"	75'	
35	663	hackberry	<i>Celtis occidentalis</i>	43"	38'	
36	669	kousa dogwood	<i>Cornus kousa</i>	52" @ base	20'	
37	671	sugar maple	<i>Acer saccharum</i>	25"	25'	Remove wire on trunk
38	672	Japanese crabapple	<i>Malus floribunda</i>	44"	20'	
39	685	Japanese pagodatree	<i>Stephanalobium japonicum</i>	76"	55'	In a group of 3 behind sign
40	686	Japanese pagodatree	<i>Stephanalobium japonicum</i>	64"	50'	In a group of 3 behind sign
41	687	Japanese pagodatree	<i>Stephanalobium japonicum</i>	65"	45'	In a group of 3 behind sign
42	706	fringetree	<i>Chionanthus virginicus</i>	Multi stem	14'	left of entrance drive

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APPENDIX 8: ASH INVENTORY AND MANAGEMENT

#	ID #	Common Name	Scientific Name	CBH 1	CBH 2	CBH3	DBH	Height	LifeExp	Failure	ImpactTarget	Conseq	Risk	Re	G_Pr	Sp_Pr	Comments
1	456	white ash	Fraxinus americana	150			47.8	100	>15	Probable	Low	Severe	Low				
2	190	white ash	Fraxinus americana	127			40.4	65	5~15	Probable	Medium	Significant	Moderate	Hi			Basal cavity, tree hangs over wires, topped by utility
3	470	white ash	Fraxinus americana	110			35.0	60	<5	Probable	Medium	Severe	Moderate	CR	A1	D	In decline.
4	613	white ash	Fraxinus americana	110			35.0	85	<5					A			Significant basal cavity, extensive dieback in cr. Bark peeling away.
5	412	white ash	Fraxinus americana	98			31.2	85	>15	Possible	Low	Minor	Low		B2	D, h	
6	152	white ash	Fraxinus americana	92	62		29.3	60	>15	Probable	Medium	Significant	Moderate		B2	d, h, elev	Leans over private residence
7	621	white ash	Fraxinus americana	89			28.3	95	>15	Probable	Medium	Severe	Moderate		A2	D	Lean over road, MTD
8	620	white ash	Fraxinus americana	88			28.0	90	>15	Probable	Low	Minor	Low		B2	D	
9	434	white ash	Fraxinus americana	84	65		26.8	85	5~15						C1	d,v	Smaller lead is hollow, will collapse < 5 yr. Main lead is covered with ivy.
10	421	white ash	Fraxinus americana	79			25.2	65	>15								
11	219	white ash	Fraxinus americana	74			23.6	85	>15	Possible	Low	Minor	Low		B2	d	
12	614	white ash	Fraxinus americana	71			22.6	60	<5					B			Extensive dieback in crown, significant lean, MTD, MRD
13	420	white ash	Fraxinus americana	64			20.4	60	>15								
14	416	white ash	Fraxinus americana	60	32		19.1	70	>15	Probable	Low	Minor	Low		B2	D	
15	438	white ash	Fraxinus americana	55			17.5	60	>15								
16	437	white ash	Fraxinus americana	51			16.2	55	>15								
17	364	white ash	Fraxinus americana	48			15.3	40	5~15								Missshapen crown
18	267	white ash	Fraxinus americana	45			14.3	48	>15						C2	d	
19	435	white ash	Fraxinus americana	42			13.4	50	>15								
20	451	white ash	Fraxinus americana	36			11.5	40	5~15								
21	426	white ash	Fraxinus americana	34			10.8	35	<5								
22	25	white ash	Fraxinus americana	33			10.5	30	0	Possible	Low	Significant	Low				
23	639	white ash 'Autumn purple'	Fraxinus americana	29			9.2	25	>15	Possible	Low	Negligible	Low				Needs mulch ring
24	495	white ash	Fraxinus americana	23	19	19	7.3	28	>15	Possible	Low	Minor	Low		C3	D, xbr	
			To be removed		2												
		Do not treat or	consider removal		7												
		Treat	>15 lifespan		15												
			Total		24												

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**APPENDIX 9: MARQUAND PARK TREE INVENTORY – SORTED BY
SCIENTIFIC NAME AND GROUPED BY GENERA**

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#	Common Name	Scientific Name	Species	%	Genera
1	Cilician fir	<i>Abies cilicica</i>	1	0.14	13 Abies
2	Fraser fir	<i>Abies faseri</i>	10	1.40	
3	Nordmann fir	<i>Abies nordmanniana</i>	2	0.28	
4	hedge maple	<i>Acer campestre</i>	1	0.14	243 Acer
5	paperbark maple	<i>Acer griseum</i>	1	0.14	
6	Japanese maple	<i>Acer palmatum</i>	35	4.90	
7	Japanese maple 'Bloodgood'	<i>Acer palmatum 'Bloodgood'</i>	1	0.14	
8	Norway maple	<i>Acer platanoides</i>	47	6.58	
9	red maple	<i>Acer rubrum</i>	13	1.82	
10	silver maple	<i>Acer saccharinum</i>	3	0.42	
11	sugar maple	<i>Acer saccharum</i>	142	19.89	
12	common horsechestnut	<i>Aesculus hippocastanum</i>	2	0.28	2 Aesculus
13	tree of heaven	<i>Ailanthus altissima</i>	1	0.14	1 Ailanthus
14	shadblow serviceberry	<i>Amelanchier canadensis</i>	6	0.84	6 Amelanchier
15	ironwood	<i>Carpinus caroliniana</i>	5	0.70	5 Carpinus
16	shellbark hickory	<i>Carya laciniosa</i>	3	0.42	8 Carya
17	shagbark hickory	<i>Carya ovata</i>	4	0.56	
18	mockernut hickory	<i>Carya tomentosa</i>	1	0.14	2 Castanea
19	Chinese chestnut	<i>Castanea mollissima</i>	2	0.28	
20	northern catalpa	<i>Catalpa speciosa</i>	1	0.14	1 Catalpa
21	blue atlas cedar	<i>Cedrus atlantica glauca</i>	1	0.14	4 Cedrus
22	Lebanon cedar	<i>Cedrus libani</i>	2	0.28	
23	Lebanon cedar	<i>Cedrus libani stenocoma</i>	1	0.14	
24	hackberry	<i>Celtis occidentalis</i>	6	0.84	6 Celtis
25	katsuratree	<i>Cercidiphyllum japonicum</i>	2	0.28	2 Cercidiphyllum
26	eastern redbud	<i>Cercis canadensis</i>	2	0.28	3 Cercis
27	Chinese redbud	<i>Cercis chinensis</i>	1	0.14	
28	blue Nootka falsecypress	<i>Chamaecyparis nootkatensis glauca</i>	1	0.14	11 Chamaecyparis
29	weeping nootka falsecypress	<i>Chamaecyparis nootkatensis pendula</i>	1	0.14	
30	hinoki falsecypress	<i>Chamaecyparis obtusa</i>	1	0.14	
31	Sawara falsecypress	<i>Chamaecyparis pisifera</i>	3	0.42	
32	threadleaf falsecypress	<i>Chamaecyparis pisifera 'Filifera'</i>	1	0.14	
33	golden thread-leaved sawara cypress	<i>Chamaecyparis pisifera 'filifera aurea'</i>	1	0.14	
34	plume falsecypress	<i>Chamaecyparis pisifera plumosa</i>	1	0.14	
35	moss Sawara cypress	<i>Chamaecyparis pisifera squarrosa</i>	1	0.14	
36	atlantic white cedar	<i>Chamaecyparis thyoides</i>	1	0.14	1 Chionanthus
37	white fringetree	<i>Chionanthus virginicus</i>	2	0.28	
38	American Yellowwood	<i>Cladrastis kentukea</i>	1	0.14	1 Cladrastis
39	flowering dogwood	<i>Cornus florida</i>	2	0.28	22 Cornus
40	kousa dogwood	<i>Cornus kousa</i>	18	2.52	
41	Cornelian cherry dogwood	<i>Cornus mas</i>	2	0.28	
42	hawthorn	<i>Crataegus sp.</i>	1	0.14	1 Crataegus
43	Japanese cryptomeria	<i>Cryptomeria japonica 'Lobbii'</i>	1	0.14	1 Cryptomeria
44	China fir	<i>Cunninghamia lanceolata</i>	1	0.14	1 Cunninghamia
45	dove tree	<i>Davidia involucrata</i>	2	0.28	2 Davidia
46	American persimmon	<i>Diospyros virginiana</i>	2	0.28	2 Diospyros
47	American beech	<i>Fagus sylvatica</i>	17	2.38	19 Fagus
48	purple leaf beech	<i>Fagus sylvatica 'Atrapunicea'</i>	1	0.14	
49	cutleaf European beech	<i>Fagus sylvatica 'Laciniata'</i>	1	0.14	
50	Franklinia Tree	<i>Franklinia altamaha</i>	3	0.42	3 Franklinia
51	white ash	<i>Fraxinus americana</i>	23	3.22	23 Fraxinus
52	ginkgo	<i>Ginkgo biloba</i>	2	0.28	2 Ginkgo
53	honey locust	<i>Gleditsia tricanthos</i>	1	0.14	1 Gleditsia
54	Kentucky coffeetree	<i>Gymnocladus dioicus</i>	1	0.14	1 Gymnocladus
55	Carolina silverbell	<i>Halesia carolina</i>	3	0.42	3 Halesia
56	largeleaf Japanese holly	<i>Ilex crenata</i>	1	0.14	4 Ilex
57	American holly	<i>Ilex opaca</i>	3	0.42	
58	black walnut	<i>Juglans nigra</i>	2	0.28	2 Juglans
59	red cedar	<i>Juniperus virginiana</i>	1	0.14	1 Juniperus
60	goldenrain tree	<i>Koelerutaria paniculata</i>	1	0.14	1 Koelerutaria

Tree Management Plan for Marquand Park

61	European larch	<i>Larix decidua</i>	1	0.14	1 Larix
62	incense cedar	<i>Libocedrus decurrens</i>	1	0.14	1 Libocedrus
63	sweetgum	<i>Liquidambar styraciflua</i>	4	0.56	4 Liquidambar
64	tulip poplar	<i>Liriodendron tulipifera</i>	66	9.24	66 Liriodendron
65	cucumber tree	<i>Magnolia acuminata</i>	2	0.28	
66	cucumber tree	<i>Magnolia acuminata cordata</i>	1	0.14	
67	southern magnolia	<i>Magnolia grandiflora</i> 'Brackens Brown Beauty'	1	0.14	
68	yulan magnolia	<i>Magnolia heptapeta</i>	1	0.14	
69	kobus magnolia	<i>Magnolia kobus</i>	1	0.14	
70	pink star magnolia	<i>Magnolia stellata rosea</i>	1	0.14	9 Magnolia
71	sweet bay magnolia	<i>Magnolia virginiana</i>	1	0.14	
72	loebner magnolia	<i>Magnolia x loebneri</i>	1	0.14	
73	lenne magnolia	<i>Magnolia x soulangiana 'Lennei'</i>	1	0.14	
74	verbanica magnolia	<i>Magnolia x soulangiana verbanica</i>	1	0.14	
75	Japanese crabapple	<i>Malus floribunda</i>	1	0.14	
76	crabapple	<i>Malus sp.</i>	2	0.28	3 Malus
77	dawn redwood	<i>Metasequoia glyptostroboides</i>	2	0.28	2 Metasequoia
78	red mulberry	<i>Morus rubra</i>	1	0.14	1 Morus
79	black gum	<i>Nyssa sylvatica</i>	7	0.98	7 Nyssa
80	Persian ironwood	<i>Parrotia persica</i>	2	0.28	2 Parrotia
81	empress tree	<i>Paulonia tomentosa</i>	1	0.14	1 Paulonia
82	amur cork tree	<i>Phellodendron amurense</i>	20	2.80	20 Phellodendron
83	oriental photina	<i>Photina villosa</i>	1	0.14	1 Photina
84	Norway spruce	<i>Picea abies</i>	9	1.26	
85	dwarf Norway spruce	<i>Picea abies Maxwellii</i>	1	0.14	
86	Engleman spruce	<i>Picea engelmannii</i>	1	0.14	
87	Serbian spruce	<i>Picea omorika</i>	1	0.14	
88	oriental spruce	<i>Picea orientalis</i>	1	0.14	16 Picea
89	Colorado spruce	<i>Picea pungens</i>	1	0.14	
90	Colorado blue spruce	<i>Picea pungens glauca</i>	1	0.14	
91	tiger tail spruce	<i>Picea torana</i>	1	0.14	
92	Japanese red umbrella pine	<i>Pinus densiflora 'Umbraculifera'</i>	1	0.14	
93	Himalayan white pine	<i>Pinus griffithii</i>	1	0.14	
94	western white pine	<i>Pinus monticola</i>	1	0.14	
95	Japanese white pine	<i>Pinus parviflora 'glauca'</i>	1	0.14	
96	pitch pine	<i>Pinus rigida</i>	1	0.14	29 Pinus
97	eastern white pine	<i>Pinus strobus</i>	22	3.08	
98	columnar eastern white pine	<i>Pinus strobus 'Fastigiata'</i>	1	0.14	
99	Japanese black pine	<i>Pinus thunbergii</i>	1	0.14	
100	London planetree	<i>Platanus x acerifolia</i>	3	0.42	3 Platanus
101	sweet cherry	<i>Prunus avium</i>	4	0.56	
102	black cherry	<i>Prunus serotina</i>	14	1.96	
103	Kwanzan cherry	<i>Prunus serrulata 'Kwanzan'</i>	1	0.14	
104	autumn Higan cherry	<i>Prunus subhirtella 'Autumnalis'</i>	1	0.14	23 Prunus
105	weeping cherry	<i>Prunus subhirtella pendula</i>	1	0.14	
106	weeping Higan cherry	<i>Prunus subhirtella 'pendula'</i>	1	0.14	
107	Yoshino cherry	<i>Prunus x yedoensis</i>	1	0.14	
108	Douglas fir	<i>Pseudotsuga menziesii</i>	1	0.14	1 Pseudotsuga
109	white oak	<i>Quercus alba</i>	11	1.54	
110	scarlet oak	<i>Quercus coccinea</i>	1	0.14	
111	Japanese oak	<i>Quercus dentate</i>	1	0.14	
112	shingle oak	<i>Quercus imbricaria</i>	2	0.28	
113	pin oak	<i>Quercus palustris</i>	3	0.42	44 Quercus
114	willow oak	<i>Quercus phellos</i>	4	0.56	
115	English oak	<i>Quercus robur fastigiata</i>	1	0.14	
116	red oak	<i>Quercus rubra</i>	14	1.96	
117	black oak	<i>Quercus velutina</i>	7	0.98	
118	black locust	<i>Robinia pseudoacacia</i>	4	0.56	4 Robinia
119	Korean Stewartia	<i>Stewartia koreana</i>	1	0.14	1 Stewartia
120	Japanese Pagodatree	<i>Styphnolobium japonicum</i>	3	0.42	3 Styphnolobium
121	Japanese snowbell	<i>Styrax japonica</i>	2	0.28	2 Styrax

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Tree Management Plan for Marquand Park

122	common bald cypress	<i>Taxodium distichum</i>	1	0.14	1 Taxodium
123	English yew	<i>Taxus baccata</i>	2	0.28	
124	English yew	<i>Taxus baccata adpressa</i>	5	0.70	
125	English yew	<i>Taxus baccata adpressa</i>	3	0.42	
126	English yew	<i>Taxus baccata aurea</i>	1	0.14	13 Taxus
127	yellow fruited English yew	<i>Taxus baccata lutea</i>	1	0.14	
128	Japanese yew	<i>Taxus cuspidata</i>	1	0.14	
129	American arborvitae	<i>Thuja occidentalis</i>	1	0.14	
130	fastigate arborvitae	<i>Thuja occidentalis</i>	1	0.14	3 Thuja
131	oriental arborvitae	<i>Thuja orientalis</i>	1	0.14	
132	American linden	<i>Tilia americana</i>	22	3.08	
133	silver linden	<i>Tilia tomentosa</i>	1	0.14	23 Tilia
134	eastern hemlock	<i>Tsuga canadensis</i>	16	2.24	
135	cinnamon hemlock	<i>Tsuga canadensis cinnamomea</i>	1	0.14	19 Tsuga
136	largeleaf hemlock	<i>Tsuga canadensis macrophylla</i>	1	0.14	
137	weeping hemlock	<i>Tsuga canadensis 'pendula'</i>	1	0.14	
138	American elm	<i>Ulmus americana</i>	2	0.28	
139	English elm	<i>Ulmus procera</i>	1	0.14	6 Ulmus
140	slippery elm	<i>Ulmus rubra</i>	3	0.42	
141	blackhaw viburnum	<i>Viburnum prunifolium</i>	1	0.14	1 Viburnum
142	Japanese wisteria	<i>Wisteria floribunda</i>	1	0.14	1 Wisteria
143	Japanese zelkova	<i>Zelkova serrata</i>	2	0.28	2 Zelkova
			714	100.00	
	64 different Genera observed	Genera - 20 most widely represented	#	%	
		<i>Acer</i>	243	34.03	
		<i>Liriodendron</i>	66	9.24	
		<i>Quercus</i>	44	6.16	
		<i>Pinus</i>	29	4.06	
		<i>Prunus</i>	23	3.22	
		<i>Tilia</i>	23	3.22	
		<i>Fraxinus</i>	23	3.22	
		<i>Cornus</i>	22	3.08	
		<i>Phellodendron</i>	20	2.80	
		<i>Fagus</i>	19	2.66	
		<i>Tsuga</i>	19	2.66	
		<i>Picea</i>	16	2.24	
		<i>Abies</i>	13	1.82	
		<i>Taxus</i>	13	1.82	
		<i>Chamaecyparis</i>	11	1.54	
		<i>Ulmus</i>	6	0.84	
		<i>Celtis</i>	6	0.84	
		<i>Amelanchier</i>	6	0.84	
		<i>Robinia</i>	4	0.56	
		<i>Liquidambar</i>	4	0.56	
			610	85.43	

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APPENDIX 10: ASSORTED TREE IMAGES FROM MARQUAND



Tulip polar # 189 with basal cavity – need to inspect further

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Base of white ash # 190 with leaning over Mercer Road

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Large basal cavity of ash # 190 – Needs further inspection

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Tree Management Plan for Marquand Park

Dead Taxus # 683 near parking lot white pine brush on the ground behind it is from the neighbor's tree



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Recent Mower Root Damage to Norway maple # 616

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Tulip poplar # 624 near playground – has a 134” Circumference at Breast Height — has a 20’ dead top and is in decline – life expectancy of less than five years because of damage from mowers

Fungal fruiting body from a white rot root and butt rot fungus that has gained entry into the tree through multiple scars at base from Mower Root Damage and Mower Trunk Damage

The crown of this tree can be seen in the image on the next page

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Tree Management Plan for Marquand Park



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This is the basal area of Japanese maple # 624 that has multiple examples of surface roots that have been repeatedly damaged by mowers. This tree is now in decline

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Wooded area near Mercer Road where several trees were lost in Sandy. This open area is a perfect spot to fit in some new native trees



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Fresh example of Mower Root Damage



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Paved entrance to the Park is in disrepair and needs to be attended to



**Open area up front near the intersection of Lover's and Stackton
has many opportunities for new plantings**

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Invasive vine growth is gobbling up much great plant material

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Tree Management Plan for Marquand Park



**Japanese maple #651 -
The signature tree of Marquand Park**

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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: Inga Reich, PhD., *Open Space Manager*
Subject: Marquand Foundation Adopt a Park Agreement
Date: October 23, 2025

Attached for Council's approval at its October 27, 2025 meeting is a new Adopt a Park Agreement with the Marquand Park Foundation for the Marquand Park and Arboretum.

Marquand Park was donated to Princeton in 1953 for use as a public park, playground and recreational area, and maintenance of the park has been shared between Princeton and the Marquand Park Foundation. The Marquand Park Foundation, created in 1954, has been overseeing the care of the arboretum area of the park, while Princeton's Recreation and Infrastructure & Operation Departments are responsible for any other park maintenance items, such as trash removal, fencing, lawn care and path maintenance. More details on each party's responsibilities can be found in the Marquand Park Management and Use Agreement.

Throughout the more than 70 years of collaboration, the Marquand Park Foundation has demonstrated that it is fully capable of maintaining, operating and improving the arboretum area of Marquand Park. In addition to caring for the trees and habitats in the park, they have been organizing public events, such as Oaktober and created a Children's Arboretum. In summer 2025, they received a private donation of \$250,000 for improvements of the Rhododendron Walk and other tree planting within the park.

This adopt a park agreement for Marquand Park has been created to formalize the partnership between Princeton and the Marquand Park Foundation, to stipulate the guidelines for park usage and management and to lay out the responsibilities of each partner.

Please feel free to contact me with any questions at (609) 921-7077 ext. 7635 or by email at ireich@princetonnj.gov.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-354

Agenda Date: 10/27/2025

Agenda #: 4.

Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$54,250 to the Not to Exceed Amount for the Professional Services Agreement with Arcadis, U.S., Inc. for Hamilton Avenue Sanitary Sewer Replacement Engineering Design and Bid Phase Services for a New Not to Exceed Amount of \$463,920.00

WHEREAS, by Resolution 23-188 adopted on May 23, 2023, Princeton Council awarded a professional services agreement to Arcadis, U.S., Inc. ("Arcadis") for Hamilton Avenue Sanitary Sewer Replacement Engineering Design and Bid Phase Services for a not to exceed amount of \$228,000.00 and term of one year; and

WHEREAS, by Resolution 23-369 adopted on November 27, 2023, Princeton Council authorized an increase to the professional services agreement with Arcadis for an amount not to exceed \$128,570.00 for a new not to exceed amount of \$356,570.00; and

WHEREAS, by Resolution 24-203 adopted on July 8, 2024, Princeton Council authorized an extension of the contract term until May 22, 2025, in accordance with N.J.S.A. 40A:11-15 (9); and

WHEREAS, by Resolution 24-246 adopted on August 12, 2024, Princeton Council authorized an increase to the professional services agreement with Arcadis for an amount not to exceed \$53,100.00 for a new not to exceed amount of \$409,670.00; and

WHEREAS, by Resolution 25-305 adopted on September 8, 2025, Princeton Council authorized the term of the contract for the length of time authorized and necessary for the completion of the actual construction; and

WHEREAS, additional services will be needed to complete the design and bid phase services; and

WHEREAS, Arcadis, U.S., Inc. has provided a proposal for the additional services in the amount of \$54,250.00; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available to pay for said services from 04-215-23-016-089-303.

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

1. The Mayor and Council, or their designee, hereby authorize the sixth amendment to the agreement originally authorized by Resolution 23-188 on May 23, 2023, and amended by Resolution 23-369 on November 27, 2023, and Resolution 24-203 on July 8, 2024, and Resolution 24-246 on August 12, 2024, and Resolution 25-305 on September 8, 2025, to increase the not to exceed amount by \$54,250.00 for a new not to exceed amount of

\$463,920.00.

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 Arcadis, U.S., Inc., shall serve as the sixth amendment to the original agreement between the parties.
4. Notice of this action shall be published in the official newspaper as required by law.
5. A copy of this resolution will be kept on file in the Office of the Clerk.

ATTEST:

PRINCETON

By: _____

By: _____

ATTEST:

ARCADIS, U.S., INC.

By: _____

By: _____

Deanna Stockton
Deputy Administrator & Municipal Engineer
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540

Arcadis U.S., Inc.
50 Millstone Road
Building 200 Suite 220
East Windsor, NJ 08520
United States
Phone: 609 860 0590
Fax: 609 448 0890
www.arcadis.com

Date: October 9, 2025
Our Ref: 30183700

Subject:
Hamilton Avenue Sewer Replacement
Delaware & Raritan Canal Commission and Traffic Control Planning
Amendment No. 3

Dear Ms. Stockton,

Arcadis U.S., Inc. (Arcadis) is presenting this correspondence to request an amendment to our professional services contract associated with the Municipality of Princeton's (Princeton) Hamilton Avenue Area Sewer Replacement Project (Project). Arcadis has completed the 90% design phase of the project and is now coordinating the remaining items with Princeton under the original contracts. NJ I-bank funding, NJDEP TWA permit, and Mercer County SCD permit applications have been submitted and are pending approval. The key items remaining under the original contract are completion of the Final (100%) Design Documents which include addressing any NJ I-Bank comments, and subsequently, the bidding phase services.

During the 90% design phase, additional effort by Arcadis was identified for the success of the project that included the Delaware and Raritan Canal Commission (DRCC) permitting, creation of additional detailed Traffic Control Plans (TCPs), and development of private property right-of-entry figures and agreements. Princeton requested Arcadis to support them with the completion of these tasks. Arcadis is seeking an amendment to our professional services contract to account for the following task details.

Task 1 – DRCC Permitting Application and Coordination

While compiling the NJDEP TWA permit application, it was determined that the Hamilton Avenue Project Area fell within the DRCC Review Zone B jurisdiction. As per Princeton's request for assistance, Arcadis compiled an application for a "Jurisdictional Determination" per the DRCC rules and regulations of the project being within Review Zone B. Upon review of the Hamilton Avenue project drawings and application, the DRCC issued a Jurisdictional Determination (No. 25-6230) on February 04, 2025, indicating that the project is classified as a Zone B "Major Governmental" project. The Major project classification was assigned to the Hamilton Avenue project since the proposed work includes a land disturbance greater than one acre in area. Therefore, the project is subject to DRCC regulation, and the project is required to meet the DRCC's regulatory standards and permit application fee submission.

Upon review of the Jurisdictional Determination, Arcadis proceeded to schedule a permit pre-application meeting call with the DRCC Executive Director, John Hutchison. Based on the project location and proposed disturbance

from the proposed improvements, it was confirmed that the project needed to go through a formal permit review process (Major Project Review Permit) through the DRCC and adhere to its rules and regulations. Arcadis continued with the formal permit application process which included the following analyses and writeups:

- Stormwater runoff and water quality impact analyses for waiver applicable (Per NJAC 7:45-12.6)
- Stream corridor impact assessment (Per NJAC 7:45-9)
- Site specific traffic control description for waiver applicable (Per NJAC 7:45-12.5)

Arcadis compiled a report of the above stated analyses with additional project description writeups. The report, the project drawings, and permit application forms were formally submitted to the DRCC along with the application fee check provided by Princeton. The additional efforts for this task included coordination with the DRCC, application for the Jurisdictional Determination, and the Major Project Review Permit which were not included under the original contract. The additional level of effort is summarized in the table at the end of this amendment letter. Arcadis successfully submitted the permit application to DRCC on July 3, 2025. Subsequently, the DRCC formally approved the project on July 16, 2025. Princeton and Arcadis were copied on the formal approval letter from the DRCC.

Task 2 – Additional Detailed TCP Creation and Coordination

Arcadis initially budgeted one drawing sheet in our design documents for Traffic Control Plans (TCPs) and Details. Typically, Arcadis includes traffic control details utilizing the standard details from the New Jersey Department of Transportation (NJDOT) Manual on Uniform Traffic Control Devices (MUTCD). This approach was utilized for the Princeton MS-35 and MS-36 projects and was assumed for the Hamilton Avenue project. At the 60% design workshop, Princeton requested Arcadis provide more detailed traffic control and detour plans for this project since the proposed deep sanitary sewers could impact flow of traffic and the need for coordination with the school board with the close proximity to Princeton Middle School, Princeton high School and former Westminster Choir College. Arcadis consulted with our in-house Traffic Engineering experts to assist with the creation of detailed TCPs. The following additional efforts were completed in order to adequately comply with the TCP expectations for this project:

- Phased detour/traffic plan descriptions based on the proposed construction sequence
- Phased detour/traffic plans reflected on multiple detailed figures which include the following details:
 - Project specific signs, details, and notes plan
 - Variable message sign (VMS) plan
 - One lane and full road closure and detour plans on Hamilton Avenue
 - Full road closure and detour plans on Moore Street
 - One lane and full road closure and detour plans on Walnut Lane
 - Multiple intersection closure and detour plans on Hamilton Avenue and Moore Street
- One (1) workshop with Princeton to review the first draft of the TCP figures
- One (1) round of revisions following the workshop with Princeton

The final TCPs will be included in the project specifications as part of the public bid package for this project. The additional level of effort is summarized in the table at the end of this amendment letter.

Ms. Deanna Stockton
Municipality of Princeton
October 9, 2025

Task 3 – Private Property Right-of-Entry Agreements and Coordination

Arcadis’ original contract during the investigations stage of the project included home entry for sewer lateral inspections and property owner discussions for six (6) houses. This also included letter notifications and door-to-door visits. Following this work, Princeton requested Arcadis to attend and present at a public meeting on October 21, 2024, to affected members of the project area. As part of the final design of the project, now nine (9) private properties require their laterals to be relocated from the dwelling structure to the new sewer. Princeton would like to Arcadis to prepare and assist Princeton secure a “Right-of-Entry Agreement” from these 9 properties prior to start of construction. Furthermore, Princeton also requested Arcadis to attend additional individual meetings with the 9 property owners to discuss the final construction plans. Arcadis developed Right-of-Entry Agreements, prepared figures for each agreement to show the extent of work on each property and met with properties owners to discuss the work. The additional level of efforts to complete the Right-of-Entry Agreements and attend meetings with the property owners are summarized in the table at the end of this amendment letter.

Amendment Fee Summary

The following table presents each task and the associated amended labor hours and total cost.

Task	Total Labor Hours	Total Cost
Task 1 – DRCC Permitting Application and Coordination	129	\$20,800
Task 2 – Additional Detailed TCP Creation and Coordination	125	\$23,500
Task 3 – Right-of-Entry Agreements and Coordination	60	\$9,950
Totals		\$54,250

Similar to our original authorization, this amount will be charged on a time and material basis as per our agreed upon Summary of Standard Rates. Arcadis appreciates this opportunity and looks forward to continuing working with you. Arcadis is eager and available to continue to assist Princeton with this important effort. Should you have any questions, please do not hesitate to contact us.

Sincerely,
Arcadis U.S., Inc.



Catherine Mallon Traynor
Senior Vice President



Vishal B. Shah PE
Principal Engineer

CC. James Shelton, PE, Arcadis



MUNICIPALITY OF PRINCETON

Department of Infrastructure
& Operations

400 Witherspoon Street

Princeton, NJ 08540

(609) 921-7077

engineering@princetonnj.gov

MEMORANDUM

To: Mayor and Council of Princeton
From: Deanna Stockton *Deputy Administrator/Municipal Engineer*
Dominick Itzi, *Sewer Operations Manager*
Subject: Professional Services Agreement with Arcadis, U.S. Inc for Hamilton Ave Sewer Replacement
Date: October 15, 2025

Attached for Council's authorization at its October 27, 2025 meeting is a resolution to increase the Professional Services Agreement with Arcadis, U.S. Inc. for Hamilton Avenue Sanitary Sewer Replacement Engineering Design and Bid Phase Services by \$54,250.00 for a new not to exceed amount of \$463,920.00.

This amendment addresses additional services that were not included in the original scope of work for the Hamilton Avenue Sewer Replacement Project. These services are essential to meet permitting requirements, ensure public safety during construction, and coordinate with affected property owners. Those services are as follows:

Delaware & Raritan Canal Commission (DRCC) Permitting:

Arcadis identified that the Hamilton Avenue project falls within the DRCC's Zone B jurisdiction, requiring a Major Project Review Permit due to land disturbance exceeding one acre. Arcadis prepared and submitted a comprehensive permit application, including stormwater, stream corridor, and traffic impact analyses. The DRCC formally approved the project on July 16, 2025, following Arcadis' coordination and submission efforts.

Traffic Control Planning Enhancements:

Due to the project's proximity to schools and anticipated traffic disruptions, more detailed Traffic Control Plans (TCPs) are needed than originally scoped. Arcadis developed phased detour plans, intersection closures, and signage layouts, incorporating input from municipal staff. These enhanced TCPs will be included in the public bid package.

Private Property Coordination:

Nine private properties require sewer lateral relocations as part of the final design. Arcadis assisted Princeton by preparing right-of-entry agreements, creating property-specific work figures, and conducting individual meetings with affected homeowners. This outreach ensures property access and resident understanding ahead of construction.

If you have any questions or concerns, please feel free to contact me.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-355

Agenda Date: 10/27/2025

Agenda #: 5.

Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$36,900.00 to the Not to Exceed Amount for the Professional Services Agreement with WSP USA, Inc. for Engineering Services in Connection with the Design and Permitting of Rectangular Rapid Flashing Beacons at the Intersections of US Route 206 and Mansgrove Road and US Route 206 and Herrontown Road for a New Not to Exceed Amount of \$100,200.00 and Extending the Contract for the Length of Time Necessary for the Completion of the Actual Construction

WHEREAS, by Resolution 22-399 adopted on November 14, 2022, Princeton Council awarded a professional services agreement to WSP USA, Inc. ("WSP") for Engineering Services in Connection with the Design and Permitting of Rectangular Rapid Flashing Beacons at the Intersections of US Route 206 and Mansgrove Road and US Route 206 and Herrontown Road for a not to exceed amount of \$63,300.00 and term of one year; and

WHEREAS, by Resolution 23-386 adopted on December 11, 2023, Princeton Council authorized an extension to the professional services agreement with WSP until December 31, 2025, with no revision to the contract amount; and

WHEREAS, additional design services are needed; and

WHEREAS, WSP has provided a proposal for the additional services in the amount of \$36,900.00; and

WHEREAS, pursuant to N.J.S.A. 40A:11-15 (9), all contracts for professional services shall be awarded for a period not to exceed 12 consecutive months except that any public works project, including the retention of the services of any engineer in connection therewith, may be authorized for the length of time necessary for the completion of the actual construction; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available to pay for said services from the following accounts:

04-215-18-007-076-327	\$4,313.11
04-215-19-021-076-349	\$1,179.09
04-215-23-021-076-333	\$31,407.80.

NOW, THEREFORE, BE IT RESOLVED by the Council 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 Resolution 22-399 on November 14, 2022, and amended by Resolution 23-386 on December 11, 2023, to increase the not to exceed amount by \$36,900.00 for a new not to exceed amount of \$100,200.00 and a contract term authorized for the length of

time necessary for the completion of the actual construction.

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 WSP USA, Inc. shall serve as the second amendment to the original agreement between the parties.
4. Notice of this action shall be published in the official newspaper as required by law.
5. A copy of this resolution will be kept on file in the Office of the Clerk.

ATTEST:

PRINCETON

By: _____

By: _____

ATTEST:

WSP USA, INC.

By: _____

By: _____



October 22, 2025

Mr. James Purcell, PE, PMP
Assistant Municipal Engineer
Department of Infrastructure & Operations
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540

RE: Proposal for Extra Engineering Services – Proposed RRFB Crosswalk Installations
US Route 206 at Herrontown Road and Mangrove Road, Municipality of Princeton

Dear Mr. Purcell:

WSP USA Inc. (“WSP”) is pleased to submit this proposal for additional design services for the pedestrian crossing warning signs equipped with Rectangular Rapid Flashing Beacons (“RRFBs”) at existing striped crosswalks across US Route 206 (“US 206”) at Mangrove Road and at Herrontown Road in the Municipality of Princeton, as requested by Princeton. The proposed RRFBs and curb ramps at the Mangrove Road intersection will be installed by NJDOT per the July 21, 2025 meeting between NJDOT and Princeton and will be excluded from the contract documents.

This proposal is for extra work for the completion of the design of RRFBs at the Herrontown Road intersection including additional sidewalk, curb ramps, and driveway designs. As part of this scope of work, WSP will: request site plan and survey information from Princeton; digitize the site plans into project files; design additional sidewalk and curb ramps; redesign driveways at the shopping center at Herrontown Road; prepare plans for the additional designs; submit plans to NJDOT for review and approval; coordinate and obtain access permits from NJDOT; and perform construction engineering services.

Our proposed scope of work is as follows:

US Route 206 & Herrontown Road

1. WSP will design the reconstruction of the existing bituminous sidewalk with 5' concrete sidewalk on Block 901, Lot 19. The design of the sidewalk to replace the existing bituminous sidewalk will be along the US Route 206 frontage. Princeton will reconstruct, under a separate project, the existing bituminous sidewalk along the Herrontown Road frontage. That reconstructed shared-use path will terminate at the concrete landing area of the new curb ramp this project will construct.

WSP USA
3rd Floor
2000 Lenox Drive
Lawrenceville, NJ 08648

Tel.: +1 609 512-3500
Fax: +1 609 512-3600
wsp.com

2. WSP will design a new concrete sidewalk along the US Route 206 frontage of Block 901 Lot 19 from its existing location to the property line for Lot 19 and Lot 22. Princeton will provide a site plan and property survey for Lot 22 to WSP. WSP will digitize the site plan to obtain the topographic feature for the design of the sidewalk along US Route 206 frontage.
3. Princeton will provide a site plan and property survey for Block 805, Lot 4 to WSP. WSP will digitize the site plan and design the sidewalk for the RFFB to meet the developer's proposed sidewalk of Lot 4.
4. WSP will perform a Highway Lighting Analysis for the mid-block crosswalk at this location. Existing lighting appears to be present in vicinity of the crosswalk utilizing utility pole mounted light fixtures. WSP will conduct a field inventory and evaluate the existing illumination levels using the Visual Lighting program to confirm if the existing lighting levels meet NJDOT lighting criteria in accordance with Section 11 of the NJDOT Roadway Design Manual. If lighting levels are not met, WSP will perform proposed lighting analysis and design that meets NJDOT criteria utilizing existing utility poles and utility company (PSE&G) approved luminaires. The proposed lighting design will be shown on the Electrical Plans prepared for the RRFB at this location. WSP will coordinate with the utility company to ensure the proposed lighting design is implemented in the field by the utility company.
5. WSP will prepare a Traffic Signal Plan for the RRFB (1 sheet) and a Timing Plan (1 sheet) to be included in the contract documents as requested by NJDOT.

US Route 206 & Mansgrove Road

1. WSP will eliminate the design plans for the curb ramps and RRFBs from the contract documents since those will be installed by NJDOT per the July 21, 2025 meeting between NJDOT and Princeton.
2. It is assumed that a Highway Lighting Analysis is no longer needed for this location and is not included in this scope.

General

1. The supplemental designs of sidewalk, driveways, and curb ramps will be updated on the Construction and Traffic plans prepared in the original scope of work for the RRFB.
2. WSP will coordinate with NJDOT on ROW/Minor Access to obtain the access permits for construction of the project.
3. WSP will update the two (2) IPMs and two (2) Descriptions for ROW fee takes and temporary and/or permanent easements for the additional design elements.
4. WSP will update the engineer's cost estimate and special provisions to include the additional design elements and removal of the Mansgrove Road intersection from the contract documents.
5. Construction services: We will respond to contractor RFIs during the bid and construction processes. If requested, we will attend a pre-construction meeting; and we will attend one (1) field meeting to review and resolve construction issues. At substantial completion, we will field review the installations to verify compliance with the plans and identify any remaining work items, to be summarized in a "punch list". At completion of the work, we will prepare and submit final as-built plans for the project locations to NJDOT as part of final approval.

6. During the course of the project, we will attend up to two (2) working meetings (in-person or virtual) to review the supplemental work effort of the project.

Fees, Terms and Conditions

Our fee for this assignment is Not To Exceed Thirty-Six Thousand Nine Hundred Dollars (\$36,900.00). Invoices will be prepared on a Time and Materials basis reflecting the actual labor and expenses incurred in the conduct of the project.

The review documents and comments will be prepared for the benefit of the Municipality of Princeton (Client and Owner), pursuant to this letter proposal dated October 22, 2025. The use of and reliance on this report by any person or entity other than the Client and Owner is not authorized.

This agreement is for the exclusive benefit and convenience of the Parties hereto. Nothing contained herein shall be construed as granting, vesting, creating or conferring any right of action or any other right or benefit upon any other third party.

WSP will perform its services consistent with the care and skill ordinarily used by members of the applicable profession practicing under similar conditions at the same time and in the same locality. WSP makes or intends no other warranty, express or implied.

Changes may be made to the Services, in which event an equitable adjustment, mutually agreed by you ("Client") and WSP, will be made to the contract scope, schedule and budget amount. Additional services may also be requested. Likewise, such additional services shall be defined by scope, schedule, and budget. Upon receipt of the modification to this agreement, WSP will perform such changed and/or additional services. WSP may initiate such notification upon identifying a condition which may change the SERVICES agreed to on the effective date of this Agreement.

Please contact this office if you have any questions or comments on this proposal. We appreciate the opportunity to work with Princeton again and we look forward to continuing to serve you. If you have any questions or need more information, please don't hesitate to contact this office.

Sincerely,

WSP USA Inc.



Peter Lachmanowicz, PE, PMP
Project Manager

cc: Marilyn Fox, WSP

WSP USA Inc.

Municipality of Princeton - RRFB and ADA Curb Ramp Extral Designs at Two Intersections on US Route 206

Cost Proposal - October 22, 2025

COST SUMMARY

WSP USA Inc.		
Labor		\$13,816.25
Overhead	137.81%	\$19,040.17
Subtotal		\$32,856.42
Fee	10%	\$3,285.64
Direct Expenses		\$723.00
WSP Total		\$36,865.07
Sub Consultants		
None		
PROJECT TOTAL COST		\$ 36,900.00

WSP USA Inc.
Municipality of Princeton - RRFB and ADA Curb Ramp
Extral Designs at Two Intersections on US Route 206

Cost Proposal - October 22, 2025

TASKS	ASCE GRADE	PVII	PVI	PIV	PIII	PII	PI	ET4	ET2	Total
	GROUP -> TITLE	Traffic/Civil Sr. Supvg. Plan/Engr	Traffic/Civil Supervising Plan/Engr	Traffic/Civil Sr. Civil Engr	Civil Senior Plan/Engr	Traffic Plan/Engr II	Traffic Assistant Plan/Engr	Traffic/Civil CADD SURVEY	CADD	Person Hours
Extra Design										
	Route 206 & Herrontown Road									
	Additonal Sidewalk/Curb Ramp Design	2		8		12		12	8	42
	Prepare Signal (1) and Timing (1) Plans		2	12		12		4	16	46
	Highway Lighting (field inv, calculations, and coordination)		2	8		12	4	8	2	36
	Route 206 & Mansgrove Road									
	Remove location from Contract Documents	1		4		4		6		15
	General									
	NJDOT ROW/Minor Access Coordination	4								4
	Update ROW - IPMs and Description	2		8		8		6		24
	Update Cost Estimate & Specs		2	8						10
	Construction services (including As-Builts)	2	8	20	12			16	16	74
	Meetings/working sessions (2)	4	4							8
TOTAL TASKS		15	18	68	12	48	4	52	42	259
*AVERAGE HOURLY RATE BY TITLE (as of October 1, 2025)		\$99.13	\$82.60	\$55.72	\$49.36	\$40.83	\$39.16	\$53.24	\$37.53	
TOTAL SALARIES		\$ 1,486.95	\$ 1,486.80	\$ 3,788.96	\$ 592.32	\$ 1,959.84	\$ 156.64	\$ 2,768.48	\$ 1,576.26	\$ 13,816.25

Direct Expense Calculation				
NJDOT Access Permits	2 Submissions	\$	200.00	\$400.00
Reproduction**				\$183.00
Mileage	200 miles @	\$	0.70	\$140.00
TOTAL				\$723.00

** Plan reproduction performed by outside vendors.

Labor	\$13,816.25
Overhead	137.81% \$19,040.17
Subtotal	\$32,856.42
Fee	10% \$3,285.64
Direct Expenses	\$723.00
WSP Total	\$36,865.06
Grand Total	\$36,865.06



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: Amendment Authorizing an Increase of \$36,900.00 to the Not to Exceed Amount for the Professional Services Agreement with WSP USA, Inc.
Date: October 23, 2022

Attached for Council's authorization at its October 27, 2025 meeting are a resolution and agreement with WSP USA to amend their contract for professional engineering design services related to two new rectangular rapid flashing beacons (RRFB) installations in Princeton on US Route 206.

Under this contract, WSP USA has been preparing contract documents, New Jersey Department of Transportation (NJDOT) permit applications, and right of way maps and legal descriptions for the installation of RRFBs at the US Route 206 intersections with Mansgrove Road and Herrontown Road. Right of way easements are required at both locations to accommodate the RRFBs, as the state right of way is constrained. The project execution slowed while we waited for NJDOT guidance on the form of the right of way acquisition – easement versus fee simple purchase. In response to the permit application submittal, NJDOT has requested a lighting analysis of the intersections, which was not included in the original scope of work. Additionally, there are services needed to redesign the proposed curb ramp and sidewalk where a private site plan improvement at the Herrontown Road intersection is proposed.

Upon execution of this amendment to their professional services agreement, WSP USA anticipates that the permit resubmittals to NJDOT can occur within a month.

Please contact me if you have any questions.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-356

Agenda Date: 10/27/2025

Agenda #: 6.

Resolution of the Mayor and Council of Princeton Authorizing an Increase of \$62,000.00 to the Not to Exceed Amount for the Professional Services Agreement with Greenbaum, Rowe, Smith & Davis, LLP for Legal Services Related to Affordable Housing, Planning, and Redevelopment for a New Not to Exceed Amount of \$262,000.00

WHEREAS, by Resolution 25-114 adopted on March 24, 2025, Princeton Council awarded a contract to Greenbaum, Rowe, Smith & Davis, LLP (“GRSD”) for legal services in connection with various affordable housing, planning, and redevelopment matters and projects on an as-needed basis for an amount not to exceed \$100,000.00 and a contract term from March 14, 2025, until March 13, 2026; and

WHEREAS, by Resolution 25-202 adopted on June 9, 2025, Princeton Council authorized an increase to the professional services agreement with GRSD for an amount not to exceed \$100,000.00 for a new not to exceed amount of \$200,000.00; and

WHEREAS, additional legal services will be needed; and

WHEREAS, it is estimated that the additional services will not cost more than \$62,000.00; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available to pay for said services from 01-201-20-155-279.

NOW, THEREFORE, BE IT RESOLVED by the Council 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 Resolution 25-114 adopted on March 24, 2025, and amended by Resolution 25-202 adopted on June 9, 2025, to increase the not to exceed amount by \$62,000.00 for a new not to exceed amount of \$262,000.00.
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 Greenbaum, Rowe, Smith & Davis, LLP, shall serve as the second amendment to the original agreement between the parties.
4. Notice of this action shall be published in the official newspaper as required by law.
5. A copy of this resolution will be kept on file in the Office of the Clerk.

ATTEST:

PRINCETON

By: _____

By: _____

ATTEST:

GREENBAUM, ROWE, SMITH &

DAVIS, LLP

By: _____

By: _____



Staff Report

File #: R-25-357

Agenda Date: 10/27/2025

Agenda #: 7.

Resolution of the Mayor and Council of Princeton Appointing Alternate Municipal Prosecutors for Calendar Year 2025

WHEREAS, N.J.S.A. 2B:25-4a requires every municipal court to “have at least one municipal prosecutor appointed by the governing body of the municipality”; and

WHEREAS, N.J.S.A. 2B:25-4e authorizes municipalities to “appoint additional municipal prosecutors as necessary to administer justice in a timely and effective manner in [their] municipal court”; and

WHEREAS, Princeton has appointed Christopher K. Koutsouris, Esq. of KG Law Group, LLC to serve as Princeton’s municipal prosecutor for calendar year 2025; and

WHEREAS, it is necessary and advisable for Princeton to appoint additional individuals to serve as alternate municipal prosecutors on those occasions when Mr. Koutsouris is unavailable; and

WHEREAS, Eugene Racz, Esq., Kevin Holleran, Esq., Joanna Perilli, Esq. and Katherine Gomolson, Esq. of KG Law Group, LLC are attorneys-at-law in good standing, as required by N.J.S.A. 2B:25-4a, and possess the necessary experience and qualifications to serve as additional or alternate municipal prosecutors for Princeton;

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

1. The following attorneys at KG Law Group, LLC are hereby appointed to serve as additional or alternate municipal prosecutors for Princeton during calendar year 2025:

- Eugene Racz, Esq.
- Kevin Holleran, Esq.
- Joanna Perilli, Esq.
- Katherine Gomolson, Esq.

1. The above-referenced individuals shall be compensated for their services in accordance with, and shall otherwise be subject to, the terms and conditions of the professional services agreement awarded to KG Law Group, LLC on January 27, 2025 (see Resolution #25-46).
2. This resolution shall take effect immediately and shall be retroactive to January 1, 2025.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-358

Agenda Date: 10/27/2025

Agenda #: 8.

Resolution of the Mayor and Council of Princeton Authorizing Change Order #1 to the Contract with A.N.A. Painting Corp. for Painting at 400 Witherspoon Street Utilizing Bergen County Cooperative Purchasing System Bid Contract #25-40 for an Increase of \$8,550.00 Resulting in a New Not to Exceed Contract Total of \$177,947.72

WHEREAS, by Resolution 25-273 adopted on August 11, 2025, Princeton Council authorized the award of a contract to A.N.A. Painting Corp for Painting at 400 Witherspoon Street for \$169,397.72 utilizing Bergen County Cooperative Contract Purchasing System Bid Contract #25-40; and

WHEREAS, painting is required in additional areas; and

WHEREAS, on October 17, 2025, A.N.A. Painting Corp. provided an estimate for the additional services in the amount of \$8,550.00, resulting in a new not to exceed contract total of \$177,947.72 and an increase of 5%; and

WHEREAS, all other terms and conditions of the contract will remain unchanged; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available in account 01-201-20-111-298.

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

1. The Mayor and Council hereby authorize Change Order #1 to the contract with A.N.A. Painting Corp. for Painting at 400 Witherspoon Street originally awarded by Resolution 25-273 on August 11, 2025, to increase the cost by \$8,550.00 for a new not to exceed contract total of \$177,947.72.
2. The governing body will cause to be printed a brief notice indicating the additional amount to be expended, the original contract price, the nature of the original and additional work, and why it is necessary to expend additional funds.
3. A copy of this Resolution and the Change Order Document shall be placed on file in the Office of the Clerk.

A.N.A. Painting Corp.

172 Linden Street
Hackensack, NJ 07601

ESTIMATE

DATE	ESTIMATE
10/17/2025	12533

NAME / ADDRESS
Municipality of Princeton Deanna Stockton Municipal Engineer / Deputy Administrator 400 WITHERSPOON ST PRINCETON, NJ 08540

Item	Description	Qty	Cost	Total
	BERGEN COUNTY BC-BID-25-40			
	JOB LOCATION :			
	Princeton Municipal Building 400 WITHERSPOON ST PRINCETON, NJ 08540			
	WE WILL SCRAPE OFF ALL LOOSE PAINT OR UNWANTED OBJECTS & MAKE ANY MINOR REPAIRS PRIOR TO PRIMING COAT IN ALL THE BELOW AREAS			
	MAIN HALLWAY FIRST FLOOR			
101	WALLS			
	PRIMER	3,500	0.57	1,995.00
101	1ST COAT	3,500	0.57	1,995.00
101	2ND COAT	3,500	0.57	1,995.00
	CEILINGS			
101	PRIMER	1,500	0.57	855.00
101	1ST COAT	1,500	0.57	855.00
101	2ND COAT	1,500	0.57	855.00
	ALL LABOR AND MATERIALS ARE INCLUDED Government/Educational Institution		0.00%	0.00
Thank you for your business!		Total		
		\$8,550.00		



MUNICIPALITY OF PRINCETON

Department of Engineering &
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: Contract to Perform Interior Painting at 400 Witherspoon Street
Date: October 23, 2025

Attached for Council's authorization is a resolution to approve a change order to the painting contract for the not to exceed amount of \$8,550.00. The amended contract total of \$177,947.72 is still within the \$185,000 allocated in the 2025 capital budget ordinance adoption for painting at the 400 Witherspoon Street municipal building.

Through the course of painting the second and third floors at 400 Witherspoon, it was determined that the original quote did not completely encompass the interior spaces where painting was required. The attached change order addresses that oversight.

Please contact me if you have any questions.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-359

Agenda Date: 10/27/2025

Agenda #: 9.

Resolution of the Mayor and Council of Princeton Authorizing the Submission of a Substantial Amendment of the 2023 Community Development Block Grant Program Annual Action Plan

WHEREAS, the Municipality of Princeton is qualified as a metropolitan city by the United States Department of Housing and Urban Development for Housing ("HUD"), and as such, participates in the Community Development Block Grants funds pursuant to Title I of the Housing and Community Development Act of 1974; and

WHEREAS, the Municipality of Princeton was awarded \$197,180 in Community Development Block Grant Entitlement funds for Program Year 2023;

WHEREAS, the Municipality of Princeton has prepared a Substantial Amendment to the 2023 Annual Action Plan to allow the Princeton Housing Authority to reprogram \$143,603 as summarized in Attachment A;

WHEREAS, the Substantial Amendment cancels the Princeton Housing Authority's project to make outdoor recreation improvements at Redding Circle and creates a project to create a playground and walkway at the Henry F. Pannell Learning Center on Clay Street;

WHEREAS, the draft Substantial Amendment was published on the municipal website and otherwise made available to the public for review and concluded on May 30, 2025;

WHEREAS, an in-person public hearing was conducted on April 30, 2025 to solicit feedback and comments from the community; and

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE MUNICIPALITY OF PRINCETON:

1. The Mayor is authorized to submit a Substantial Amendment to the 2023 Community Development Block Grant Program Annual Action Plan to the U.S. Department of Housing and Urban Development
2. The Mayor is authorized to sign an amended Subrecipient Agreement with the Princeton Housing Authority to reflect the change in use and extend the period of performance through June 30, 2026.

Attachment A

Summary of Substantial Amendment to the 2023 Community Development Block Grant Annual Action Plan

	Original Budget	Revised Budget
Redding Center Outdoor Recreation	\$143,603	\$0
Henry Pannell Learning Center Playground	\$0	\$143,603

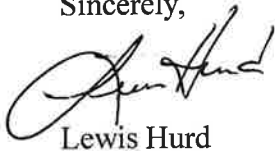
July 2, 2025

Rhodalynn Jones, Director
Human Services
1 Monument Drive
Princeton, NJ 08540

Dear Ms. Jones,

The Princeton Housing Authority respectfully requests that the Municipality of Princeton approve the reallocation of \$143,603 in 2023 Community Development Block Grant (CDBG) funds originally designated for improvements at the Redding Circle Community Center. We propose redirecting these funds to the Pannell Center, where they will be used to construct a new play area and a safe, accessible walkway for residents. This revised use of funds will better serve the needs of the community by enhancing recreational and outdoor space for low-income families and children living in the area. We believe this adjustment aligns with the goals of the CDBG program and supports the continued well-being of our residents.

Sincerely,



Lewis Hurd

Executive Director, Princeton Housing Authority

cc: M. Leckington



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-360

Agenda Date: 10/27/2025

Agenda #: 10.

Resolution of the Mayor and Council of Princeton Amending the Contract with VOIP Networks for Telephone Services utilizing Sourcewell National Cooperative Purchasing Contract #120122-MBS from \$44,266.58 to \$53,266.58 Due to a Pricing Error

WHEREAS, by Resolution 25-137 adopted on April 14, 2025, Princeton authorized the award of a contract to VOIP Networks for Telephone Services for an amount not to exceed \$44,266.58 utilizing Sourcewell National Cooperative Purchasing Contract #120122-MBS; and

WHEREAS, VOIP Networks identified that the applicable taxes and regulatory fees had not been included in the original quote; and

WHEREAS, it is estimated that the applicable taxes and regulatory fees shall not exceed \$250.00 per month, resulting in a total of \$9,000.00 for the thirty-six (36) month term; and

WHEREAS, it is requested that the Mayor and Council accept the revised price; and

WHEREAS, the Certified Financial Officer has certified that Princeton has appropriated sufficient funds for these goods in account 01-201-31-440-259.

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

1. The Mayor and Council, or their designee, hereby accept the revised proposal price of \$53,266.582 for Telephone Services that was previously authorized by Resolution 25-137 on April 14, 2025, without public bidding as permitted by law.
2. A copy of this Resolution and the Contract will be kept on file in the Office of the Clerk.

AGREEMENT FOR TELEPHONE SERVICES

THIS AGREEMENT ("Agreement" or "agreement") is by and between PRINCETON, a municipal corporation of the state of New Jersey, 400 Witherspoon Street, Princeton, New Jersey, 08540 (hereinafter referred to as "PRINCETON") and VOIP NETWORKS, 1951 Old Cuthbert Road, Suite 206, Cherry Hill, New Jersey 08034 (hereinafter referred to as "CONSULTANT").

In connection with CONSULTANT'S proposal dated February 13, 2025, and PRINCETON'S Resolution awarding agreement dated April 14, 2025, PRINCETON and CONSULTANT hereby agree as follows:

1. Scope of Services.

- a. CONSULTANT hereby agrees to provide Telephone Services on PRINCETON'S behalf, as more fully set forth in CONSULTANT'S February 13, 2025, Proposal, which Proposal is attached hereto as "Exhibit B" and incorporated herein as if fully restated.
- b. Exhibit B, and CONSULTANT'S provision of services provided pursuant thereto, are (and shall at all times be) consistent with the terms of Sourcewell National Cooperative Purchasing Program Contract 120122-MBS, effective until March 8, 2027 ("Sourcewell Contract"), the prices, terms and conditions of which are incorporated herein as if fully restated. The documents listed in this Section 1, along with this agreement, shall be referred to herein collectively as the "Contract" or "Agreement."

2. Compensation; Manner of Payment.

- a. Based upon the prices set forth in Exhibit B and the Sourcewell Contract, the Contract amount, subject to any adjustments made in accordance with the Agreement, shall be as follows:
 - i. The monthly recurring charge shall not exceed one thousand, one hundred seventy dollars and fifty cents (\$1,170.50) per month for thirty-six (36) months, for a total amount not to exceed forty-two thousand, one hundred thirty-eight dollars and zero cents (\$42,138.00).
 - ii. Applicable taxes and regulatory fees are estimated to be two hundred fifty dollars and zero cents (\$250.00) per month for thirty-six (36) months, for a total amount not to exceed nine thousand dollars and zero cents (\$9,000.00).
 - iii. A one-time non-recurring charge shall not exceed two thousand, one hundred twenty-eight dollars and fifty-eight cents (\$2,128.58).
 - iv. The total overall contract amount for the thirty-six (36) month term shall include the monthly recurring charge, applicable taxes and regulatory fees, and a one-time non-recurring charge and shall not exceed fifty-three thousand, two hundred sixty-six dollars and fifty-eight cents (\$53,266.58.)
- b. Unless otherwise more specifically agreed between the parties, CONSULTANT shall bill PRINCETON monthly on municipal vouchers for services rendered during the prior month, based on the rates and fees set forth in Exhibit B.
- c. PRINCETON agrees to pay CONSULTANT within thirty (30) days of receipt of invoice and an audited and approved signed voucher.

3. 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.

4. 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.

5. 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.

6. 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:

**PRINCETON, a municipal corporation of
the State of New Jersey**

By: _____
Dawn M. Mount, Municipal Clerk

By: _____
Mark Freda, Mayor

Date: _____

Date: _____

WITNESS:

VOIP NETWORKS

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

1951 Old Cuthbert Road
Suite 206
Cherry Hill, NJ 08034
Phone: (856)795-4500
Fax: (856)795-9133

QUOTE
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BILL TO

Company: Princeton
Address: Finance & Purchasing Office
400 Witherspoon Street
Princeton, NJ 08544-0001
Contact: O Kidd a/p
Phone: (609) 924 9183

SHIP TO

Company: Princeton
Address: Finance & Purchasing Office
400 Witherspoon Street
Princeton, NJ 08544-0001
Contact: Phillip DePasquale
Phone: (609) 688 2039

Date: 2/13/2025
Sales Rep: Ed Wintrode
Phone: (856) 111 4500 EXT 5257
Email: Ed.Wintrode@voipnetworks.com
Exp Date: 3/15/2025

TITLE

SOURCEWELL: Cloud9 Access by VOIP Networks - (SIP Connector - Telco Carrier Services)

SOLUTION OVERVIEW

CUSTOMER is currently enrolled with Sourcewell ID# 28187. This quote is based on the Mitel Sourcewell contract #120122-MBS. Sourcewell contract number 120122-MBS must be referenced on any PO resulting from this quote.

Membership and contract information is available at <https://www.sourcewell-mn.gov/cooperative-purchasing/120122-MBS>

Cloud9 by VOIP Networks will provide Cloud9 Access: SIP Trunk Carrier Services. The service will include SIP Trunking to accommodate inbound / outbound calling access at the rates listed below. E911 services will be provided for RAY BAUMS Act compliant. (endpoint registration for dispatchable location information)

Cloud9 by VOIP Networks SD-WAN overlay (High-Availability optional pricing shown below) will be configured to utilize a Cloud9 3Mbps Private Line with SDWAN Tunnel for Cloud9 (23) SIP Call Paths.

Cloud9 by VOIP Networks will configure one (1) new Virtual MBG configured as SIP Proxy, installed in customer-provided VMware environment. MBG SIP Proxy to be configured in Network-Edge mode (Server-Gateway) with Public IP Address to allow connectivity to Cloud9 for the inbound/outbound calling (Cloud9 Carrier Services). (23) MBG SIP Proxy licenses will be enabled and configured. Should any additional licensing be required, a quotation will be provided.

Cloud9 SIP Trunking Outbound Minute Allocation: Unlimited Local & Long Distance Calling Plan, within the 48 Contiguous United States.

Cloud9 SIP Trunking International Outbound Usage: International usage rates will be applicable as per the Addendum B. rate sheet

Project Notes:

- (23) Mitel SIP Trunk licenses will be configured to the US-based Mitel MiVoice Business
- (1) new Virtual MBG will be configured for the Cloud9 SIP peer, configured in Customer-Provided VMware environment
- The Mitel MiVoice Business will be configured with a SIP Peer profile to "least-cost route" any calling to the Cloud9 Access SIP Trunks
- Cloud9 by VOIP Networks will port-in (221) existing DID's
- All users will be configured to utilize the Cloud9 Access for all inbound/outbound calling

Virtual Mitel Border Gateway (MBG) for SIP Proxy:

SIP Trunk Licensing:

To provide (23) Concurrent SIP Trunks (Call Paths) to Cloud9, licensing is required on the MBG SIP Proxy and the VIRTUAL Mitel MiVoice Business PBX controller(s). Each of the Primary and Resilient Mitel controllers require SIP Trunk Licensing. To provide a full capacity in a failover condition, equal quantities of SIP Trunk licenses are required on the Primary and Resilient Mitel controllers. The licenses included in this quote for the Virtual MiVoice Business PBX will be used.



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Server Platform Note (VMware): The VMware Server platform will be provided by customer for all of the applications listed below to be installed. Minimum Hardware requirements will be provided for each application.

VMware Storage & CPU Provisioning Note: Mitel virtual appliances, including vMiVB, vMBG and vMiCollab require thick provisioning to ensure good voice quality. In vSphere 5.0, Thick provisioned format, also includes two additional options: Lazy-zeroed and Eager-zeroed. Mitel recommends using the Lazy-zeroed option. The VMware host CPU utilization must be maintained below 70% to prevent voice quality issues.

Virtual MiVoice Border Gateway (vMBG) VMware Resource Requirements:

- 3 vCPU
- 4.0 GBytes RAM
- 20 GBytes HDD Size

Cloud9 Service and Support:

- All complimentary on-going limited programming changes (Performed Monday-Friday, 8AM-5PM, Local Time Zone)
- 24 x 7 x 365 Customer Support



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PART DESCRIPTION	QTY	PRICE	EXT. PRICE
MRC			
SIP Trunk - Call Path	23.00	\$15.00	\$345.00
Cloud9 - Virtual Mitel Border Gateway Server	1.00	\$30.00	\$30.00
Cloud9 - SIP Proxy Channel	23.00	\$4.00	\$92.00
MiVoice Border Gateway SIP Proxy Channel Licenses One license needed to match each MiVoice Business SIP Trunk license			
Cloud9 VoIP Gateway (2-port PRI Handoff) - Monthly Rental Charge (OPTIONAL)	0.00	\$45.00	\$0.00
Cloud9 DID (Individual) - Monthly Charge	221.00	\$0.50	\$110.50
Each individual Direct Inward Dial (DIDs) Ported or Assigned as new will be invoiced at the current rate of \$0.50 per DID. All DID telephone numbers that are ported and activated on the Cloud9 service will be automatically added to your invoice.			
Cloud9 Network Access - Private-Line, Dedicated circuit 3Mbps	1.00	\$285.00	\$285.00
Dedicated Network Access for Cloud9 UCaaS			
Cloud9 Network Access - Private-Line, Dedicated circuit 3Mbps - Monument (OPTIONAL)	0.00	\$285.00	\$0.00
Dedicated Network Access for Cloud9 UCaaS			
Cloud9 VoiceFlex SD-WAN Service	1.00	\$89.00	\$89.00
Feature-rich SD-WAN offering to optimize VoIP traffic to Cloud9 data centers. VoiceFlex offers 'hitless' failover to provide the highest levels of uptime and connectivity. Requires (1) Public IP Address per Internet Service Provider (ISP)			
Cloud9 SD-WAN Appliance	1.00	\$31.00	\$31.00
SD WAN appliance in table-top size available with Rack-mount for standard 19"equipment racks Configurable Ports: 5x Cu 1Gbps Ethernet (RJ45) Processor: Intel C2558 4-Core CPU SoC 2.4 Ghz Memory: 8GB DDR3L Max Concurrent SIP/RTP/VoIP conversations: 80			
Cloud9 Advanced SD-WAN HA Service (OPTIONAL)	1.00	\$49.00	\$49.00
Configured as Active-Standby to enable a real-time solution for High Availability if the primary Flex VNF / Hardware appliance has a service affecting issue. Requires (1) Public IP Address per Internet Service Provider (ISP)			
Cloud9 Advanced SD-WAN HA Appliance (OPTIONAL)	1.00	\$31.00	\$31.00
High Availability appliance			
eGoldFax Secure Cloud Fax Service (1,000 pages)	1.00	\$104.00	\$104.00
1,000 Plan fax pages included per month (inbound/outbound) Fax Digital Documents From Email - Unlimited Users. Email message & attachment to "Fax #@eGoldFax.com" 250 to 50,000 fax pages/mo., No Busy Signals (Never Miss a Fax), No Long Distance Fees (U.S.A, Canada) Fax Paper Docs from Scan-to-Email MFPs - Unlimited MFPs. No MFP Fax Kit or fax line required. Scan-to-email to "Fax #@eGoldFax.com" Received Faxes Delivered From Email - Route to one or multiple email addresses			
eGoldfax DID (Individual)	4.00	\$1.00	\$4.00
Cloud9 DID (Non-Block)(Individual) - Monthly Charge			



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PART DESCRIPTION	QTY	PRICE	EXT. PRICE
<u>MRC</u>			
eGoldFax Enterprise Routing Manager	0.00	\$10.00	\$0.00
Route to network folders and network printers. Advanced routing rules. (1) per separate Local Area Network. Install software applet on LAN computer, ex: print server.			
eGoldFax Routing Agent	0.00	\$2.00	\$0.00
Advanced routing Fax Inbox for eGoldFax Routing Manager. 1 per Fax #.			
eGoldFax Overage - rate per page	0.00	\$0.15	\$0.00
Overage - Fax Pages sent/received over the number of pages included in the plan			
Enhanced 911 Service (RAY BAUMS Compliance)	0.00	\$0.99	\$0.00
Management Fee Enable 911 (Per Endpoint) @ \$ 0.99 (1) for Each Device / Endpoint deployed.			
<u>MRC Subtotal:</u>			<u>\$1,170.50</u>
<u>NRC</u>			
SD WAN Provisioning, Programming, Remote/On-Site Installation, and Training charge	1.00	\$500.00	\$500.00
Includes: Certified project management team with detailed project plan & lead engineer Scheduled conference calls for project status updates Focus group meetings to establish programming requirements/database design Remote/Onsite equipment installation, testing and cut-over support			
Configuration Charge for DID routing on the Mitel Cluster	1.00	\$370.00	\$370.00
<u>NRC Subtotal:</u>			<u>\$870.00</u>
<u>NRC - Sourcewell Eligible</u>			
MiVoice Business SIP Trunks x10	2.00	\$539.35	\$1,078.70
MiVoice Business SIP Trunks x1	3.00	\$59.96	\$179.88
<u>NRC - Sourcewell Eligible Subtotal:</u>			<u>\$1,258.58</u>



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Summary

MRC	Sub-Total:	\$1,170.50
NRC	Sub-Total:	\$870.00
NRC - Sourcewell Eligible	Sub-Total:	\$1,258.58

Contract Term Length In Months:	36	*MRC Total:	<u>\$1,170.50</u>
		NRC Sub-Total:	<u>\$2,128.58</u>
		NRC Total:	<u>\$2,128.58</u>

PURCHASE TERMS

**Monthly Recurring Charge (MRC) does not include standard regulatory fees and/or taxes*

50% Non Recurring Charge (NRC) and 100% First month MRC deposit due upon receipt of invoice (execution of order will not commence until deposit payment is received).

35% Non Recurring Charge (NRC) due prior to or upon delivery of equipment/software.

15% Non Recurring Charge (NRC) due upon completion of project.

We Appreciate your Business!

IF YOU WISH TO ACCEPT THIS PROPOSAL AND RELATED STATEMENT OF WORK, PLEASE SIGN AND RETURN

BUYER: _____
(Print Name)

SIGNATURE: _____

TITLE: _____

DATE: _____

PO No.: _____

Save paper and cost. Think before you print.

NOTICE OF CONFIDENTIALITY

The information contained in this transmission may be privileged and confidential information. It is intended only for the use of the person(s) named above. The sender and intended recipient(s) reserve all rights pertaining to privilege and confidentiality. If you are not the intended recipient, please contact the sender by reply e-mail or at one of the above telephone numbers and destroy all record of the transmission in question. The sender reserves the right to bring legal action against those parties in breach of this confidentiality.

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. CONTRACT 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-25-361

Agenda Date: 10/27/2025

Agenda #: 11.

Resolution of the Mayor and Council of Princeton Authorizing and Amending Princeton Affordable Housing Program, Home Rehabilitation Loans 2025-3 and 2025-4 Not to Exceed \$19,990.00

WHEREAS, a component of the Princeton Affordable Housing Program involves providing rehabilitation loans to income eligible households; and

WHEREAS, the Princeton Affordable Housing Manager has received the following loan application(s):

- Application 2025-3: \$8,500.00 for HVAC replacement and ancillary repairs plus \$500 for inspection; and
- Application 2025-4: \$10,490.00 for HVAC replacement, water heater replacement plus \$500 for inspection, and ancillary repairs; and

WHEREAS, the Affordable Housing has qualified both applicants for participation in the rehabilitation program.

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 of Princeton hereby authorize the aforementioned rehabilitation loans totaling \$19,990.00.
 - a. The owner(s) of the properties which are the subject of both loan applications shall execute a Mortgage Note and Mortgage in favor of the Municipality of Princeton for repayment of said loan at the time of resale, transfer of the property, borrowing against the property or renting out or vacating the property if the full 10-year term has not passed at the time of the occurrence of any said events. If the property owner(s) occupy the property for the full 10-year term and the property remains the subject of its affordable housing deed restriction for the duration of the term as part of the Princeton Affordable Housing Inventory, then said loan, including any interest thereon, shall be forgiven.
 - b. Pursuant to the Program loan authorized herein, the sum of \$19,990.00 is hereby appropriated, authorized and approved for payment from the municipal Affordable Housing Trust Fund. The funds shall be paid directly to the contractor(s) upon completion of the loan documents, completion of the work, and the inspection and acceptance by the Affordable Housing Manager.

- c. Upon satisfaction of the conditions for payment set forth in subparagraph b. above, the Affordable Housing Manager shall complete the necessary paperwork, including payment voucher, for submission to Princeton's Qualified Purchasing Agent and Chief Finance Officer for processing and payment as authorized herein.
2. A certified true copy of this Resolution shall be furnished upon its adoption by the Princeton Clerk to the Princeton Affordable Housing Manager, Chief Finance Officer and Qualified Purchasing Agent.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-362

Agenda Date: 10/27/2025

Agenda #: 12.

Resolution of the Mayor and Council of Princeton Authorizing an Amended License Agreement with Rider University

WHEREAS, the Municipality of Princeton (the “**Municipality**”) is the owner of the real properties located at 27 Franklin Avenue, Princeton, New Jersey, and 101 Walnut Lane, Princeton, New Jersey, which are designated on the municipal tax maps as Block 7301, Lot 1, and Block 31.01, Lot 105, respectively (collectively, the “**Property**”); and

WHEREAS, the Property is improved with the Williamson Hall and Lounge, the Bristol Chapel, the Cullen Center, the Playhouse, the Cottage, Dayton-Ithaca-Princeton Hall, Erdman Hall, the Hamilton House, the Relocatable-Classrooms, Seabrook Hall, a Storage Facility, the Student Center - WCC, the Talbott Library, Taylor Hall and other ancillary improvements (collectively, the “**Buildings**”); and

WHEREAS, Rider University (the “**University**”), a non-profit 501(c)(3) corporation, has operated the Westminster Conservatory of Music (the “**Conservatory**”) at the Property; and

WHEREAS, the Conservatory offers members of the public of all ages, skill levels, instrument preferences, and economic backgrounds, the ability to obtain musical training; and

WHEREAS, on September 1, 2025, the Municipality and the University entered into a license agreement (the “**License Agreement**”) to provide for the continued operation of the Conservatory, subject to the terms and conditions set forth therein, for the term commencing September 1, 2025 and terminating December 31, 2025; and

WHEREAS, the University has requested the Municipality enter into an amended license agreement to extend the termination date of the License Agreement to August 1, 2026; and

WHEREAS, the Mayor and Council of the Municipality of Princeton (the “**Governing Body**”) have determined that the continued operation of the Conservatory until August 1, 2026 will promote the health, safety, morals and general welfare of the Municipality’s residents and community; and

WHEREAS, the Municipality and the University have negotiated an amended license agreement (the “**Amended License Agreement**”) to memorialize their respective rights and obligations; and

WHEREAS, the Governing Body desires to authorize the execution of the Amended License Agreement, in substantially the form attached hereto as Exhibit A.

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

1. The Amended License Agreement, in substantially the form attached hereto as Exhibit A, is approved. The Mayor is hereby authorized to execute, on the Municipality's behalf, the Amended License Agreement in substantially such form, with such editorial changes as the Mayor shall determine, in consultation with counsel, such determination to be conclusively evidenced by his execution of the Amended License Agreement. The Municipal Clerk is hereby authorized and directed to attest to the execution of the Amended License Agreement and to affix the corporate seal of the Municipality to the Amended License Agreement.

2. This Resolution shall take effect immediately.

3. The foregoing recitals are hereby incorporated by reference as if fully repeated herein.

4. A copy of this Resolution and the executed agreement shall be placed on file in the Clerk's Office and shall be available for public inspection.

Exhibit A

License Agreement

AMENDED LICENSE AGREEMENT

THIS AMENDED LICENSE AGREEMENT (the “**Amended Agreement**”), is made as of October 27, 2025 (the “**Effective Date**”), by and between the Municipality of Princeton having its principal office at 400 Witherspoon Street, Princeton, New Jersey 08540, County of Mercer, State of New Jersey (the “**Licensor**”), and Rider University, with offices located at 2083 Lawrenceville Rd., Lawrenceville, NJ 08648 (the “**Licensee**”). The Licensor and the Licensee may be referred to in this Agreement individually as a “**Party**” and together as the “**Parties**.”

WITNESSETH:

WHEREAS, the Licensor is the owner of the real properties located at 27 Franklin Avenue, Princeton, New Jersey, and 101 Walnut Lane, Princeton, New Jersey, and designated on the municipal tax maps as Block 7301, Lot 1, and Block 31.01, Lot 105, respectively (collectively, the “**Property**”); and

WHEREAS, the Licensee, a non-profit 501(c)(3) corporation, has operated the Conservatory at the Property; and

WHEREAS, the Conservatory offers members of the public of all ages, skill levels, instrument preferences, and economic backgrounds, the ability to obtain musical training; and

WHEREAS, on September 1, 2025, the Parties entered into a license agreement (the “**License Agreement**”) to permit the Licensee to continue to operate the Conservatory during the Conservatory Hours in the Licensed Area and upon the terms, covenants and conditions contained therein; and

WHEREAS, the License Agreement is for the term commencing September 1, 2025 and terminating December 31, 2025; and

WHEREAS, the Licensee has requested the Licensor enter into this Amended Agreement to extend the termination date of the License Agreement to August 1, 2026; and

WHEREAS, the Governing Body has determined that the continued operation of the Conservatory until August 1, 2026 will promote the health, safety, morals and general welfare of the Licensor’s residents and community; and

WHEREAS, the Parties desire to enter into this Amended Agreement to amend the License Agreement to extend the termination date until August 1, 2026; and

WHEREAS, on October 27, 2025, the Governing Body adopted Resolution 25-___ to approve this Amended Agreement and authorize its execution by the Mayor.

NOW, THEREFORE, in consideration of the foregoing, and for other good and valuable consideration, and intending to be legally bound hereby, the Parties hereto agree as follows:

1. **Recitals Incorporated.** The foregoing recitals are true and accurate and are incorporated herein as part of the agreement of the Parties. Any word or term with an initial capital letter shall have the meaning given to it in this Amended Agreement or if not so defined herein shall have the meaning given to it in the License Agreement.

2. **Amendment to Paragraph 4.** Paragraph 4, entitled *Term*, shall be deleted and replaced as follows:

4. **Term.** Upon its execution, this Agreement shall commence on September 1, 2025 and terminate on August 1, 2026, unless otherwise terminated sooner in accordance with the terms of this Agreement (the “**Term**”).

3. **Ratification.** Except as specifically modified by this Amended Agreement, the terms and provisions of the License Agreement shall remain in full force and effect.

4. **Binding Effect.** This Amended Agreement amends and supplements the License Agreement. Any inconsistencies or conflicts between the terms and provisions of the License Agreement and the terms and provisions of this Amended Agreement shall be resolved in favor of the terms and provisions of this Amended Agreement.

5. **Counterparts.** This Amended Agreement may be executed in counterparts.

[THE REMAINDER OF THIS PAGE HAS BEEN LEFT BLANK]

IN WITNESS WHEREOF, the parties have caused this Amended Agreement to be executed and delivered as of the date listed above.

WITNESS:

MUNICIPALITY OF PRINCETON

By: _____
Name: Mark Freda
Title: Mayor

WITNESS:

RIDER UNIVERSITY

By: _____
Name:
Title:

MEMORANDUM

TO: The Mayor and Council of the Municipality of Princeton
FROM: Greenbaum, Rowe, Smith and Davis LLP
DATE: October 22, 2025
RE: Resolution to Authorize and Amended License Agreement with Rider University

The Mayor and Council of the Municipality of Princeton are being asked to approve a resolution (the “**Resolution**”) to authorize an amended license agreement (the “**Amended License Agreement**”) between the Municipality of Princeton (the “**Municipality**”) and Rider University (“**Rider**”). *A copy of the License Agreement is attached to the Resolution as Exhibit A.*

Rider, a non-profit 501(c)(3) corporation, has operated the Westminster Conservatory of Music (the “**Conservatory**”) at the property commonly known as Westminster Choir College campus (the “**Property**”).

On September 1, 2025, the Municipality entered into a license agreement (the “**License Agreement**”) to provide Rider with a non-exclusive, revocable license to use the Bristol Chapel, the Cullen Center, the Playhouse, the Cottage, and Princeton Hall to operate the Conservatory. The Conservatory will offer musical classes Monday through Friday, between 3:00 P.M. to 9:00 P.M. and Saturday, between 10:00 A.M. to 4:00 P.M., and will be staffed Monday through Friday, between 8:00 A.M. and 10:00 P.M. and Saturday, between 9:00 A.M. and 5:00 P.M. (the “**License**”). In consideration of the Municipality’s grant of the License, Rider agreed to provide the following services: (i) a public safety officer on the Property from 3:00 P.M. to 11:00 P.M., Monday through Friday; (ii) custodial services within the Cottage and Princeton Hall; (iii) management and support services for third-party licensees (Princeton Pro Musica and Greater Princeton Youth Orchestra), which includes building access, scheduling assistance and use support; and (iv) musical equipment for use by the third-party licensees.

The License Agreement is for the term commencing September 1, 2025 and terminating December 31, 2025, unless otherwise terminated sooner by the Municipality by providing Rider with thirty (30) days written notice.

Rider has requested the Municipality enter into the Amended License Agreement to extend the termination date of the License Agreement to August 1, 2026. Our office and Rider have negotiated the Amended License Agreement to extend the termination date until August 1, 2026. All other terms and conditions of the License Agreement remain in full force and effect.



Staff Report

File #: R-25-363

Agenda Date: 10/27/2025

Agenda #: 13.

Resolution of the Mayor and Council of Princeton Affirming Princeton's Race and Social Justice Work and Directing Municipal Departments to use Available Tools to Assist in the Elimination of Racial and Social Disparities Across Key Indicators of Success, Including Health, Criminal Justice, the Environment, Employment, and the Economy; and to Promote Equity Within Princeton and in the Delivery of Municipal Services

WHEREAS, legislative reforms such as the Civil Rights Act of 1964 have been adopted banning discrimination because of a person's color, race, national origin, religion, or sex and have supported progress towards racial and social justice; and

WHEREAS, racial and social disparities nevertheless continue to exist across key indicators of success, including health, criminal justice, the environment, employment and the economy; and

WHEREAS, on December 14, 2020, a subcommittee of Princeton's Civil Rights Commission presented to Mayor and Council their report on a proposed Racial Equity Impact Assessment Toolkit; and

WHEREAS, said subcommittee subsequently worked with the Administrator's Office to formulate recommended guidelines for implementation of a racial equity toolkit; and

WHEREAS, at its most recent meeting, Princeton's CARES Committee voted unanimously to recommend that the Mayor and Council approve the implementation of the Equity Toolkit that was presented to Council in 2020; and

WHEREAS, the principles of inclusiveness, multiculturalism and respect are values that can create a healthier and more productive workplace, improve customer service and drive policies and outcomes that benefit the entire municipality; and

WHEREAS, implementation of the Equity Toolkit envisions a community where racial and social disparities have been eliminated and equity and inclusiveness achieved. The mission of the Toolkit is to end institutionalized racism and social inequities in municipal government and to promote multiculturalism and full participation by all its residents. The goals and strategies of the Toolkit are to 1) end racial and social disparities internal to the municipality by improving workforce equity; 2) strengthen the way the municipality engages its community and provides services by improving existing services using best practices and enhancing immigrants' and refugees' access to municipal services; and 3) eliminate race-based disparities in our communities;

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

1. The preamble to this resolution is hereby incorporated as if restated in full.
2. The Mayor and Council hereby reaffirm their commitment to principles of equality and freedom for all people regardless of race, religion, sexual orientation, gender, ability, national origin, and other protected classes. The Mayor and Council hereby further declare racism unjust, advocates equal rights for all, and affirm Princeton's commitment to implementation of the Equity Toolkit.
3. Princeton's municipal departments are hereby directed to use all available tools to work to eliminate racial and social disparities across key indicators of success, including health, criminal justice, the environment, employment, and the economy; and to promote racial and social equity in the delivery of municipal services. Said efforts should include implementation of equity tools in budget, program, and policy decisions, including review of existing programs and policies.
4. This resolution shall take effect immediately.

MASON, GRIFFIN & PIERSON

A PROFESSIONAL CORPORATION
COUNSELLORS AT LAW

MEMORANDUM

To: Princeton Mayor and Council

From: Trishka Waterbury Cecil, Esq.
Municipal Attorney



Date: October 24, 2025

Re: Resolution regarding the implementation of a racial equity toolkit

On December 14, 2020, a subcommittee of Princeton's Civil Rights Commission presented to Mayor and Council their report on a proposed Racial Equity Impact Assessment Toolkit. That subcommittee then worked with the Administrator's Office to formulate recommended guidelines for implementation of a racial equity toolkit. At its most recent meeting, Princeton's CARES Committee voted unanimously to recommend that the Mayor and Council approve the implementation of the Racial Equity Toolkit that was presented to Council in 2020.

To that end, the October 27, 2025 Mayor and Council agenda includes a resolution developed by the CARES Committee that:

- Reaffirms the Mayor and Council's commitment to principles of equality and freedom for all people regardless of race, religion, sexual orientation, gender, ability, national origin, and other protected classes.
- Declares racism unjust, advocates equal rights for all, and affirms Princeton's commitment to implementation of the Racial Equity Toolkit.
- Directs Princeton's municipal departments to use all available tools to work to (a) eliminate racial and social disparities across key indicators of success, including health, criminal justice, the environment, employment, and the economy; (b) promote racial and social equity in the delivery of municipal services; and (c) include implementation of equity tools in budget, program, and policy decisions, including review of existing programs and policies.

Please contact me at (609) 436-1211 or trishka@mgplaw.com with any questions or concerns.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-364

Agenda Date: 10/27/2025

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: 10/27/2025 For bills from 10/09/2025 to 10/23/2025

Vendor	Description	Payment	Check Total
2826 - AFROULA IPPOLITO	PO 47484 REIMBURSEMENT FOR HELIUM TANK FOR OPEN H	52.99	
	PO 47495 REIMBURSEMENT FOR COOKIES, CANDY AND WAT	311.72	364.71
2759 - ALERT-ALL CORPORATION	PO 46112 BLANKET - FP SUPPLIES	3,598.50	3,598.50
5271 - AMAZON CAPITAL SERVICES	PO 47470 Wireless Microphone	253.90	253.90
4874 - ARORA AND ASSOCIATES, P.C.	PO 46269 RESOLUTION 25-110 DESIGN SVCS FOR STONY	10,010.00	10,010.00
4670 - ARTERIAL	PO 42890 RESOLUTION # 2024-33	12,517.50	12,517.50
57 - AT&T	PO 47554 Telephone - Acct 030 519 3823 001 FIRE -	28.52	28.52
3012 - AVALON BAY COMMUNITIES	PO 47546 RELEASE OF PERFORMANCE GUARANTY FOR PRINC	114,208.05	114,208.05
4048 - B & T TOOLS, INC.	PO 45298 BLANKET TOOLSGARAGE SUPPLIES TV	716.95	716.95
4586 - B BISTRO LTD	PO 45703 BLANKET/2025 RECYCLING EVENTS	473.50	473.50
2003 - BARR, R. DONALD	PO 47507 July-August-September 2025 Health	2,710.74	2,710.74
2642 - BEANS, FRED PARTS, INC	PO 45239 BLANKET PARTS TV	1,039.55	1,039.55
1997 - BELLE MEAD CO-OP	PO 45743 BLANKET/SUPPLIES	149.97	149.97
646 - BEN SHAFFER RECREATION INC.	PO 45225 RESOLUTION 24-369 SMOYER PARK PLAYGROUND	178,626.70	
	PO 45746 BLANKET/PARTS/SUPPLIES	701.52	179,328.22
4444 - BERNARD HVOZDOVIC	PO 47489 [Hotel] 2025 NJMMA	251.03	251.03
3315 - BOWMAN CONSULTING GROUP, LTD.	PO 44868 SURVEYING SERVICES	2,550.00	
	PO 45271 RESOLUTION 25-33: DESIGN SERVICES FOR TH	31,576.00	
	PO 47509 254 WITHERSPOON STREET - TRAFFIC STUDY	735.00	34,861.00
463 - BRITTON INDUSTRIES, INC.	PO 45375 BLANKET/DPW ROAD MAINTENANCE	1,959.46	1,959.46
789 - BUCKS COUNTY COMMUNITY COLLEGE	PO 47091 BLANKET - TRAINING	550.00	550.00
5049 - BUFFER, INC	PO 47485 Buffer	1,200.00	1,200.00
2287 - CAMPBELL FREIGHTLINERS LLC	PO 47256 BLANKET - SERVICE	26,358.60	26,358.60
4286 - CAPITAL HEALTH SYSTEM, INC.	PO 46180 WELL BABY/HEALTHY CHILD CLINIC	2,788.46	2,788.46
4882 - CATHOLIC CHARITIES DIOCESE	PO 45272 RESOLUTION 25-34: BEHAVIORAL HEALTH & CO	4,457.86	4,457.86
3749 - CHARGEPOINT INC.	PO 45879 BLANKET/ELECTRIC VEHICLE CHARGING STATIO	740.00	740.00
5280 - CIFA II INC	PO 47534 BL-4701 LT-28 SEWER LEAK ADJ 2025	1,434.80	1,434.80
364 - CINTAS FIRST AID & SAFETY 105	PO 45406 BLANKET/SPRING STREET GARAGE AND METERS	194.05	
	PO 45584 BLANKET - SUPPLIES	268.65	462.70
1732 - COMCAST BUSINESS	PO 47527 Internet - Account 900019299 - Bill Date	3,317.35	3,317.35
263 - COMCAST CORPORATION	PO 47523 Comcast - Acct. 8499 05 310 0062793 - Bi	251.65	251.65
263 - COMCAST CORPORATION	PO 47555 Comcast - Acct. 8499 05 311 0021672 - Bi	167.12	167.12
263 - COMCAST CORPORATION	PO 47577 Comcast - Acct. 8499 05 310 0050723 - Se	122.12	122.12
1872 - CONTES BAR/PIZZA	PO 45609 2025 BLANKET EXPENSE	110.00	110.00
4663 - CORPORATE BILLING	PO 45232 BLANKET PARTS/SERVICE TV	458.43	458.43
4604 - COSTELLO'S ACE HARDWARE	PO 45410 BLANKET/BUILDINGS AND GROUNDS SUPPLIES A	14.97	
	PO 45414 BLANKET/OPEN SPACE SUPPLIES AND MATERIAL	92.36	
	PO 45415 BLANKET/SPRING STREET GARAGE METERS SUPP	170.92	
	PO 45418 BLANKET/DPW TOOLS AND HARDWARE	290.08	
	PO 45531 BLANKET/SUPPLIES	184.71	
	PO 45532 BLANKET/SUPPLIES	380.78	
	PO 45549 BLANKET/SUPPLIES	39.99	
	PO 45588 BLANKET - SUPPLIES	63.31	1,237.12
1093 - CRANBURY CUSTOM LETTERING	PO 46953 VEHICLE DECALS	74.00	74.00
117 - CRESTON HYDRAULICS INC.	PO 45237 BLANKET TV	181.00	181.00
1087 - CUE INC.	PO 45304 BLANKET SNOW PLOW EDGES TV	5,091.06	5,091.06
4812 - DATA CENTER WAREHOUSE LLC	PO 47454 Q-139030	343.00	343.00
5256 - DE'ADREA BATTLE	PO 47490 Background check reimbursement NJ State	20.00	20.00
1833 - DELTA DENTAL PLAN OF N.J.	PO 47514 Acct #03114-0001 for November 2025	17,283.59	17,283.59
4712 - DOGWOOD LAWN SERVICES LLC	PO 47346 WESTMINSTER LANDSCAPING BEDS TRIMMING/HA	7,900.00	7,900.00
46 - DOWNTOWN NEW JERSEY, INC.	PO 47332 "Street-Level Magic Building Experientia	100.00	
	PO 47382 2025 Annual Membership Dues	300.00	400.00
4766 - DUKES ROOT CONTROL, INC.	PO 44493 CHEMICAL ROOT CONTROL TREATMENT IN SEGME	26,820.65	26,820.65
2929 - DYNTEK SERVICES, INC.	PO 47378 Cisco Smartnet 2025-2026 Renewal	14,299.20	14,299.20
4759 - EAST COAST RESCUE SOLUTIONS	PO 47045 EAST COAST RESCUE SOLUTIONS FORCIBLE ENT	8,135.00	8,135.00
3835 - EASTERN WAREHOUSE DISTRIBUTORS	PO 45233 BLANKET PARTS/OILS TV	1,218.57	1,218.57
1620 - ELIZABETH KIM SCHULMAN	PO 47498 Reimbursement	292.80	292.80
4333 - ENTERPRISE FM TRUST	PO 45561 RESOLUTION 21-67 - YEAR 4 OF 5	1,992.65	
	PO 45561 RESOLUTION 21-67 - YEAR 4 OF 5	3,246.28	5,238.93
1804 - ENVIRONMENTAL MANAGEMENT ASSOC	PO 46464 PREPARATION OF RESPONSE TO THE NJDEP NOT	266.90	
	PO 46464 PREPARATION OF RESPONSE TO THE NJDEP NOT	6,200.00	6,466.90

List of Bills - Clearing Claims

Meeting Date: 10/27/2025 For bills from 10/09/2025 to 10/23/2025

Vendor	Description	Payment	Check Total
4021 - ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	PO 46279 RESOLUTION 25-116 ARCGIS URBAN ONLINE SU	4,209.00	4,209.00
3104 - ENVIROSIGHT LLC	PO 45429 BLANKET/SEWER REPAIRS	1,996.74	1,996.74
5196 - FARHAT SUBUHI ASHEER	PO 46964 RESOLUTION 25-238 COMMUNITY NEEDS ASSESS	3,640.00	3,640.00
4708 - FERGUSON WATERWORKS #920	PO 47245 FERGUSON WATERWORKS QUOTATION - 7/29/25	1,675.00	1,675.00
4120 - FFF ENTERPRISES, INC.	PO 47057 FLUAD TRI 0.5ML PFS 10/BX	401.88	401.88
148 - FIRE & SAFETY SERVICES, LTD.	PO 45589 BLANKET - SERVICES	1,011.73	1,011.73
371 - FIRST SECURITY MUNICIPAL ADVISORS, INC.	PO 47528 Financial Advisory Services	4,600.00	4,600.00
1786 - FLEET PRIDE	PO 45308 BLANKET PARTS/OILS TV	57.99	57.99
395 - FRENCH & PARELLO ASSOCIATES, PA	PO 46944 CONTRACT LAND SURVEYING SERVICES - SURVE	31,545.00	31,545.00
1773 - GABRIELLI TRUCK SALES, LTD	PO 45235 BLANKET TV	805.52	
	PO 46703 RESOLUTION 25-188 2025 KENWORTH T480 COM	598,941.18	599,746.70
158 - GALLS LLC	PO 45463 UNIFORMS	4,121.68	
	PO 45463 UNIFORMS	1,066.20	
	PO 45590 BLANKET - UNIFORMS	345.00	5,532.88
159 - GANN LAW BOOKS	PO 47290 NJ Court Rules 2026 Edition	225.00	
	PO 47292 NJ Lawyers Diary and Manual 2026 Edition	142.00	367.00
2383 - GARDEN STATE APPRAISERS &	PO 45534 RESIDENTIAL APPRAISAL SERVICES FOR TAX A	3,450.00	3,450.00
170 - GRAINGER	PO 45473 BLANKET/DPW	40.00	40.00
4872 - GREATAMERICA FINANCIAL SERVICES	PO 45287 POSTAGE LEASE 12/22/24 - 12/23/25 400 WI	864.63	864.63
368 - GREGORY GLASSEN	PO 47415 2025 Eyeglass Reimbursement Receipt #11	150.00	150.00
1736 - GRIGGS FARM CONDOMINIUM ASSOCI	PO 47451 140 GRIGGS DRIVE - WATER & SEWER 2025 Q2	206.61	206.61
2098 - GROFF TRACTOR MID ATLANTIC	PO 45234 BLANKET PARTS/SERVICE	1,720.47	1,720.47
2782 - GROSSER, JEFFREY C.	PO 47531 HEALTH OFFICER AND REGISTERED ENVIRONMEN	102.80	102.80
5269 - HAOZHE CHEN	PO 47500 PAID OLDER DATE TICKET BY ERROR INSTEAD	468.00	468.00
191 - HOME DEPOT/GECF	PO 45486 BLANKET/DPW SUPPLIES AND MATERIALS	215.64	
	PO 45488 BLANKET/BUILDINGS AND GROUNDS SUPPLIES A	505.40	
	PO 45685 SUPPLIES	162.93	883.97
2617 - HOMECARE VETERINARY SERVICES LLC	PO 47486 BLANKET	1,172.00	1,172.00
3960 - INDUSTRIAL WELDING SUPPLY, INC.	PO 45252 BLANKET WELDING SUPPLY TV	634.53	634.53
194 - INSTITUTE FOR PROFESSIONAL DEVELOPMENT	PO 47568 What Happens After Tax Sale Webinar for	150.00	150.00
2690 - INTERSTATE BATTERY OF PRINCETON	PO 45238 BLANKET BATTERIES TV	603.80	603.80
4640 - INTERSTATE WASTE SERVICES, INC	PO 45792 RESOLUTION 25-45 SOLID WASTE & BULK WAST	117,719.50	117,719.50
3729 - IPS GROUP INC.	PO 46776 RESOLUTION 25-204 PARKING METER CHARGES	12,284.38	12,284.38
3991 - ISLAND TECH SERVICES LLC	PO 44744 POLICE VEHICLE UPFIT - ADMIN VEHICLE	4,804.00	
	PO 47012 HAVIS HEAVY DUTY DASH MOUND FOR 2025 FOR	1,112.75	5,916.75
207 - J & J STAFFING RESOURCES	PO 47467 Nora Munoz Monterroso Temp Employment Pa	2,302.50	
	PO 47533 PETER, JOHANNA - INV #45372	6,010.13	
	PO 47535 PETER, JOHANNA - Placement Fee	4,125.00	12,437.63
9 - JEN ELECTRIC	PO 45984 RESOLUTION 24-256 & 25-307 TRAFFIC SIGNA	28,365.88	28,365.88
1649 - JERSEY ELEVATOR, LLC	PO 45503 BLANKET/BUILDINGS AND GROUNDS MAINTENANC	1,300.09	1,300.09
5041 - JOHNAKOS LLC	PO 45704 BLANKET/2025 RECYCLING EVENTS	463.50	463.50
3831 - JPMONZO MUNICIPAL CONSULTING	PO 47567 HOW TO SURVIVE A DLGS BUDGET REVIEW, WEB	100.00	100.00
4381 - JULIE SANTAMORENA	PO 47487 REIMBURSE FOR CANDY FROM COSTCO FOR TRUN	65.67	65.67
2017 - KIEFFER, DARWIN IV	PO 47280 2025 MEDICAL REIMBURSEMENT - COMPLETE	900.00	900.00
4377 - KOHLMYER GROUP LLC	PO 45511 BLANKET/SHADE TREE COMMEMORATIVE TREE PR	365.00	365.00
5260 - KRISTINE REQUENA	PO 47513 2025 Eyeglass Reimbursement, Receipt #81	150.00	150.00
1610 - KUCKER-HANEY PAINT CO.	PO 45576 BLANKET/SUPPLIES/MATERIALS	1,529.82	1,529.82
2903 - KYOCERA DOCUMENT SOLUTIONS	PO 45413 2025 Blanket - Kyocera Document Solution	570.00	570.00
227 - LANGUAGE LINE SERVICES	PO 45833 LANGUAGE LINES	103.84	
	PO 45839 BLANKET / INTERPRETING SERVICES	639.20	743.04
1407 - LAW OFFICE OF KAREN L. CAYCI LLC.	PO 47552 GENERAL SERVICES FOR ZONING BOARD	765.00	
	PO 47552 GENERAL SERVICES FOR ZONING BOARD	4,097.00	4,862.00
228 - LAWSON PRODCTS, INC	PO 45243 BLANKET PARTS/SUPPLIES TV	185.10	185.10
533 - LEXIPOL LLC	PO 45820 TRG ONLINE TRAINING 53 SWORN OFFICERS AN	12,247.45	12,247.45
5051 - LGB MECHANICAL INC	PO 44900 RESOLUTION 2024-301 ENERGY & HVAC SYSTEM	40,275.00	40,275.00
1344 - LIFESAVERS, INC	PO 47518 ADULT AED PADS #: DDP-100-NJ	447.50	447.50
3149 - LOONEY RICKS KISS (LRK) INC.	PO 44415 RESOLUTION 24-237 PSA SIGNAGE ORDINANCE	3,341.94	3,341.94
1581 - LOWE'S	PO 45678 BLANKET/SUPPLIES/MATERIALS/TOOLS	645.70	645.70
5147 - LUCAS BROTHERS, INC.	PO 46157 RESO 25-95 IMPROVEMENTS TO ALEXANDER ST,	236,723.09	236,723.09
1570 - MAJESTIC OIL COMPANY	PO 45551 BLANKET/FUEL	15,824.46	15,824.46
5075 - MANNS WOODWARD STUDIOS INC.	PO 45072 RESOLUTION 24-344 & 25-337 FIRE DEPT HQ	4,200.00	4,200.00
1100 - MASON, GRIFFIN & PIERSON	PO 45268 RESOLUTION 25-26: MUNICIPAL ATTORNEY	5,356.94	

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Vendor	Description	Payment	Check Total
	PO 45268 RESOLUTION 25-26: MUNICIPAL ATTORNEY	35,334.43	40,691.37
1555 - MAYFLOWER CLEANERS LLC	PO 46137 DRY CLEANING/LAUNDRY	717.50	717.50
1553 - MCCAFFREYS MARKET	PO 45593 BLANKET - FOOD	150.87	
	PO 45608 PRINCETON HUMAN SERVICES EXPENSES 2025	585.77	
	PO 45700 BLANKET/2025 RECYCLING EVENTS	105.45	
	PO 45724 BLANKET	517.03	1,359.12
265 - MCMANIMON SCOTLAND BAUMANN	PO 47529 Conference regarding Pilots	276.50	
	PO 47529 Conference regarding Pilots	343.50	620.00
266 - MCMASTER-CARR	PO 45315 BLANKET PARTS TV	913.79	
	PO 45545 BLANKET/DPW ROAD SUPPLIES	162.64	
	PO 45680 BLANKET/PARTS/SUPPLIES	101.28	1,177.71
1534 - MERCER COUNTY FIRE ACADEMY	PO 45594 BLANKET - TRAINING	75.00	75.00
422 - MERCER GROUP INTERNATIONAL	PO 45706 BLANKET/2025 RECYCLING EVENTS	1,740.00	1,740.00
1495 - MUSSO, MARIO A.	PO 47539 Retiree - Medicare - 3rd Qtr	3,963.58	3,963.58
922 - MYZIE, JONATHAN	PO 47482 2025 MEDICAL REIMBURSEMENT - COMPLETE	450.00	450.00
1489 - NAPA AUTO PARTS	PO 45240 BLANKET PARTS	745.95	745.95
1169 - NASSAU PRESBYTERIAN CHURCH	PO 47580 ESCROW REFUND 17-290-20-025-634	423.01	423.01
5233 - NATHAN FOOTE	PO 47497 9/25/2025 Rutgers Center for Government	205.00	205.00
1445 - NATIONAL WATER MAIN CLEANING	PO 41956 RESOLUTION # 2023-282	83,089.30	
	PO 46154 RESOLUTION 25-97 MINI-SYSTEM #36 MAINTEN	466,411.40	549,500.70
832 - NEW JERSEY AMERICAN WATER	PO 47502 Westminster Properties - Bundled Acct.#1	2,629.83	2,629.83
1033 - NEW JERSEY AMERICAN WATER	PO 47562 HIILLTOP PARK ACCT: 1018-210022731613	3,107.03	3,107.03
5263 - NEW JERSEY STATE ASSOC. OF CHIEFS OF POL	PO 47407 Open Public Records Act & Records Manage	299.00	299.00
343 - NEW JERSEY STATE LEAGUE OF MUNICIPALITIE	PO 45441 Blanket 2025	460.00	460.00
330 - NEW JERSEY WATER ENVIRONMENT	PO 47494 NJWEA MINI WORKSHOP JANUARY 2025/DOMINIC	34.00	34.00
3730 - NEW VENTURE BENEFITS GROUP, INC.	PO 45443 Blanket 2025	4,425.00	4,425.00
1032 - NJ AMERICAN WATER	PO 47576 Water - Hydrants Acct 1018-210023719760	66.00	66.00
1436 - NJWLE TRAINING CONFERENCE	PO 47456 2025 NJWLE CONFERENCE	2,250.00	2,250.00
2134 - OFFICE BASICS INC.	PO 45889 2025 BLANKET - COPY PAPER	282.00	282.00
474 - ONE CALL CONCEPTS, INC.	PO 45560 BLANKET/SEWER MARK OUTS	752.80	752.80
5125 - ONE WATER CONSULTING LLC	PO 46156 RESOLUTION 25-94 STONY BROOK WATERSHED M	4,909.66	
	PO 46209 SEWER CONNECTION FEE AND ANNUAL SEWER SE	6,593.75	
	PO 46516 CONTRACT - INFLOW & INFILTRATION REDUCTI	605.00	
	PO 47289 CONTRACT - AFFORDABLE HOUSING PRELIMINAR	9,490.00	21,598.41
1635 - PA MUNICIPAL, INC.	PO 45653 BLANKET/DPW ROAD SIGNS	1,205.72	1,205.72
591 - PACKET MEDIA LLC	PO 46002 BLANKET ADVERTISING	42.01	42.01
3718 - PASSPORT LABS, INC.	PO 45878 BLANKET/SPRING STREET GARAGE MOBILE PARK	11,258.45	11,258.45
370 - PCH DEVELOPMENT CORPORATION	PO 45266 RESOLUTION 25-23: ADMINISTRATIVE AGENT S	3,883.33	3,883.33
1921 - PENN MEDICINE CORP PAY	PO 45445 Blanket 2025	2,000.00	2,000.00
783 - PENN MEDICINE PRINCETON EAP	PO 45448 Blanket 2025	1,409.38	1,409.38
1055 - PENN MEDICINE PRINCETON HEALTH	PO 45597 BLANKET - SERVICES	922.00	922.00
5274 - PERRY WEATHER, INC.	PO 47512 SOFTWARE + WEATHER STATION (WxS) SUBSCRI	3,800.00	3,800.00
4259 - PINELANDS NURSERY, INC.	PO 45613 BLANKET/OPEN SPACE NURSERY SUPPLIES	1,857.00	1,857.00
1364 - PORRECA, SCOTT	PO 47582 3rd QTR 2025 - Retiree Medical -7/6/25 t	962.52	962.52
829 - POSITIVE PROMOTIONS INC.	PO 47340 BLANKET - SUPPLIES	691.54	691.54
3064 - PRECISION TIME SYSTEMS, INC.	PO 45882 BLANKET/SPRING STREET GARAGE EQUIPMENT A	3,261.00	3,261.00
5186 - PRIME LUBE INC.	PO 46785 BLANKET OILS/LUBRICANTS/DEF FLUID TV	705.58	705.58
830 - PRINCETON	PO 47519 REFUND BL-34.01 LT-17 SEWER 2023,2024 &	52.40	52.40
830 - PRINCETON	PO 47520 BL-1001 LT-14 Q0009 915 MT LUCAS RD 2025	1,101.58	
	PO 47520 BL-1001 LT-14 Q0009 915 MT LUCAS RD 2025	451.59	1,553.17
4529 - PRINCETON AIR CONDITIONING, LLC	PO 47081 REPAIR MITSUBISHI SPLIT AIR UNIT IN REC	603.11	603.11
1348 - PRINCETON HYDRO, LLC	PO 43978 ENVIRONMENTAL CONSULTING IN CONNECTION W	3,008.75	3,008.75
203 - PRINCETON MONTHLY MEETING OF FRIENDS	PO 47581 ESCROW REFUND 17-290-20-025-641	463.12	463.12
592 - PRINCETON PUBLIC LIBRARY	PO 47551 Mediatechnologies, LLC	50,544.88	50,544.88
1277 - PRINCETON SUPPLY CORPORATION	PO 45623 BLANKET/SSG JANITORIAL SUPPLIES	620.50	
	PO 45624 BLANKET/BUILDINGS AND GROUNDS JANITORIAL	382.00	1,002.50
603 - PSE&G CO	PO 47563 FARMVIEW ACCT: 6517829709	2,695.59	2,695.59
445 - PSE&G CO - SUMMARY ACCOUNT	PO 47503 Electric - Bundled Acct 13 013 030 03 -	26,808.75	
	PO 47503 Electric - Bundled Acct 13 013 030 03 -	3,961.26	30,770.01
445 - PSE&G CO - SUMMARY ACCOUNT	PO 47556 Electric - Acct #13 000 010 03 - Bill Da	36,819.29	36,819.29
445 - PSE&G CO - SUMMARY ACCOUNT	PO 47557 Electric and Gas - Bill Date October 14,	2,623.24	2,623.24
445 - PSE&G CO - SUMMARY ACCOUNT	PO 47561 WESTMINSTER - Electric and Gas - Bill Da	14,846.41	14,846.41

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630 - R & R RADAR, INC.	PO 46564 SAFETY	140.00	
	PO 47148 REPAIR DSR COUNTING UNIT	702.50	842.50
5085 - REJ CONSTRUCTION MAINTENANCE & REPAIR LL	PO 47516 RESOLUTION 24-346 & 25-162 431 BRICKHOUS	17,100.00	17,100.00
4086 - REMINGTON & VERNICK ENGINEERS, INC	PO 45758 GIS PARCEL MAINTENANCE FOR TAX YEAR 2023	100.00	
	PO 46596 RESOLUTION 2025-181 MS4 GIS MAPPING & GP	1,470.00	1,570.00
4428 - RHODALYNN JONES	PO 47462 REIMBURSEMENT FOR STAFF ACCOMMODATIONS A	160.93	160.93
1204 - RIGGINS INC.	PO 45626 BLANKET/FUEL	5,594.36	5,594.36
862 - RR DONNELLEY	PO 47327 SECURITY PAPER, REG. 42A (PURPLE PAPER),	532.50	532.50
4585 - RUBBERECYCLE, LLC	PO 47457 10 COMMERCIAL SWING MATS QUOTE #8387	1,573.89	1,573.89
2965 - SERVICE TIRE TRUCK CENTER, INC	PO 45253 BLANKET TIRES/ ROAD SERVICE TV	7,253.00	7,253.00
467 - SEWPHISTICATION LLC	PO 45598 BLANKET - APPAREL	3,295.00	3,295.00
5109 - SHANE FRED A	PO 47472 3" MOLLE ATTACHMENT CLIP FOR VESTS	63.96	63.96
648 - SHERWIN-WILLIAMS	PO 45606 BLANKET/SUPPLIES/MATERIALS	157.50	157.50
1254 - SIR SPEEDY	PO 47275 POLICE POSTERS 32X26 WHITE PHOTO PAPER G	106.47	106.47
1243 - Sirchie Acquisition Company LLC	PO 47508 OVERPAYMENT	656.84	656.84
2469 - SPEEDPRO IMAGING MERCER COUNTY, INC	PO 45713 BLANKET/SIGNAGE	105.00	105.00
1219 - STONY BROOK REG.SEW.AUTH.	PO 47530 4th Quarter Participant Charge	1,263,231.00	1,263,231.00
1216 - STORM WATER MANAGEMENT CONSULTING,	PO 47537 STORMWATER REVIEW	2,760.00	2,760.00
3059 - T & M ASSOCIATES	PO 40693 RESOLUTION # 2023-93	1,486.91	
	PO 45269 RESOLUTION 25-28: LANDFILL GAS MONITORIN	4,859.91	6,346.82
5239 - TELOS ADVISORS LLC	PO 47236 CONTRACT ENGINEERING SVCS/COMMUNITY TRAN	21,120.00	21,120.00
1017 - THOMSON REUTERS - WEST	PO 45841 BLANKET / BOOKS, SUBSCRIPTIONS	302.00	302.00
5118 - TOPOLOGY NJ, LLC	PO 45953 RESOLUTION 25-67 PLANNING SERVICES FOR W	3,362.50	3,362.50
1182 - TOUCHTONE COMMUNICATIONS	PO 47524 Acct 6099212100 - Interexchange Carrier	185.94	185.94
960 - TRANS UNION RISK	PO 45813 ACCOUNT #: 582727	166.80	166.80
1175 - TREASURER STATE OF NEW JERSEY	PO 47559 NJDEP-FHA permit for Terhune Road Pedest	5,500.00	5,500.00
4836 - TRENTON RENEWABLE POWER, LLC	PO 46094 BLANKET/FOOD WASTE PROGRAM	178.75	178.75
1167 - TRIUS INC.	PO 45299 BLANKET PARTS TV	516.96	516.96
5213 - TYRONE CARTER	PO 47468 APA Membership Dues	121.72	
	PO 47499 Conference/Training Request - Travel Rei	20.90	142.62
2058 - ULINE	PO 47473 ZEBRA ID CARD PRINTER	3,035.59	
	PO 47501 OFFICE CHAIR: ITEM H-9765BLU	377.64	3,413.23
2592 - UNIFIRST CORPORATION	PO 46960 RESOLUTION 25-234 UNIFORMS	314.88	
	PO 46960 RESOLUTION 25-234 UNIFORMS	2,753.07	3,067.95
923 - UNITED PARCEL SERVICE	PO 47574 Acct. 8Y2A91 - Service Charge - 9/20/25	369.26	369.26
211 - UNITED SITE SERVICES	PO 45327 BLANKET/MISC. RENTAL	143.00	
	PO 45327 BLANKET/MISC. RENTAL	1,342.15	1,485.15
1158 - US ATHLETIC FIELDS	PO 46280 MOWING SERVICES RESO 25-117 & 25-148	19,426.50	19,426.50
4102 - V J LANDSCAPING, LLC	PO 45662 BLANKET/2025 MARQUAND PARK MULCH RING MA	2,200.00	2,200.00
4220 - VANATTA, TIM	PO 47496 TRAVEL RE-IMBURSEMENT TO CHESTER PENSYLV	92.54	92.54
408 - VECTOR SECURITY	PO 45657 BLANKET/BUILDINGS AND GROUNDS ALARMS	511.58	511.58
962 - VERIZON	PO 45387 TELEPHONE EXPENSE	403.04	403.04
20 - VERIZON	PO 47553 Phone - Acct. Y2803099 - Long Distance -	42.65	42.65
20 - VERIZON	PO 47575 Phone - Acct. 250-717-293-0001-43 - Pump	243.96	243.96
4895 - VERIZON COMMUNICATIONS INC.	PO 46222 BLANKET/SEWER DEPARTMENT VEHICLE TRACKIN	284.25	
	PO 46232 VEHICLE TRACKING SUBSCRIPTION MULTI-YEAR	1,010.14	1,294.39
959 - VERIZON WIRELESS	PO 47525 Acct #642046325-00001 - Wireless - Bill	5,739.45	5,739.45
1152 - VERMEER- NORTH ATLANTIC SALES & SER	PO 45658 BLANKET/OPEN SPACE AND SHADE TREE	727.92	727.92
4658 - VIKING PEST CONTROL	PO 45661 BLANKET/BUILDINGS AND GROUNDS PEST CONTR	399.00	
	PO 45738 BLANKET/CONTRACTED SERVICES	949.00	1,348.00
1151 - VILLAGE OFFICE SUPPLY	PO 46189 PRINTING	1,344.87	1,344.87
2155 - VINCENT BALDINO	PO 47149 CONCRETE PATHWAY REPAIR/IMPROVEMENT - RE	3,500.00	3,500.00
973 - VISUAL COMPUTER SOLUTIONS INC.	PO 46026 TRAFFIC CONTROL FOR SEWER DEPARTMENT CON	1,927.80	
	PO 47511 TRAFFIC CONTROL - ON 10/2/25 -DICKENSON	1,304.33	3,232.13
1024 - W.E. TIMMERMAN CO., INC.	PO 45323 BLANKET PARTS/SERVICE TV	9,177.24	9,177.24
2 - WB MASON CO	PO 45328 BLANKET/OFFICE SUPPLIES	766.51	
	PO 45601 BLANKET - SUPPLIES (CK09MERCER2023-13)	515.13	
	PO 45665 BLANKET/SEWER 2025 OFFICE SUPPLIES (CK09	132.48	
	PO 45791 BLANKET FOR 2025 -ZONING (CK09MERCER2023	65.09	
	PO 45842 BLANKET / OFFICE SUPPLIES	228.70	
	PO 46244 BLANKET	66.52	
	PO 46860 Blanket	112.13	1,880.50

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4331 - WEDRIVEU, INC.	PO 45280 RESOLUTION 24-354: 2025 PRINCETON TRANSI	31,430.33	31,430.33
4468 - WEGMANS FOOD MARKETS, INC.	PO 46482 BLANKET 2025	85.00	85.00
3677 - WELLS FARGO VENDOR FIN SERV.	PO 45499 2025 Blanket - Wells Fargo Printer Lease	2,958.97	2,958.97
1950 - WINDSTREAM	PO 47504 Account 214287263 - Invoice Date October	91.89	91.89
4525 - WINTERSPRING LIMITED LIABILITY COMPANY	PO 47291 MOUNTAIN LAKES/CP NORTH RESTORATION PLAN	6,651.00	6,651.00
8 - WITMER ASSOCIATES INC.	PO 45602 BLANKET - SUPPLIES	233.99	233.99
4420 - WOODRUFF, WILLIAM S.	PO 47151 BLANKET 2025	225.00	225.00
1116 - YOUNG, LILIAN	PO 47506 Horizon RX - October 2025	1,257.03	1,257.03
3351 - ZONE STRIPING	PO 46503 RESOLUTION 25-160 TRAFFIC STRIPING & PAV	7,209.50	7,209.50
TOTAL			3,933,815.22

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-105-200	PERSONNEL - OE	18,722.94			
01-201-20-110-200	MAYOR & COUNCIL OE	840.89			
01-201-20-111-200	ADMINISTRATIVE & EXECUTIVE OE	43,638.26			
01-201-20-112-200	FLU PROGRAM OE	486.88			
01-201-20-125-200	INFORMATION TECHNOLOGY - OE	7,301.45			
01-201-20-125-233	COMPUTER EXPENSE-SOFTWARE MAINT AND FEES	14,299.20			
01-201-20-130-200	FINANCE ADMINISTRATION OE	2,509.38			
01-201-20-150-200	ASSESSMENT OF TAXES OE	3,516.52			
01-201-20-155-200	LEGAL SERVICES & COSTS OE	27,286.93			
01-201-20-165-200	ENGINEERING SERVICES OE	266.90			
01-201-20-175-200	HISTORIC PRESERVATION COMMITTEE - OE	721.50			
01-201-21-180-200	REGIONAL PLANNING BD. - TWP - OE	6,696.13			
01-201-21-185-200	ZONING COSTS - OE	830.09			
01-201-23-220-200	EMPLOYEE GROUP INSURANCE OE	29,827.46			
01-201-25-240-200	POLICE OE	12,333.24			
01-201-25-252-200	EMERGENCY MANAGEMENT OE	3,800.00			
01-201-25-265-200	FIRE OE	46,262.55			
01-201-25-266-200	FIRE HYDRANT SERVICES OE	66.00			
01-201-25-267-200	FIRE FACILITIES OE	5,487.38			
01-201-25-268-200	FIRE INSPECTOR OE	345.00			
01-201-26-290-200	ROAD REPAIRS & MAINTENANCE OE	13,356.64			
01-201-26-305-200	GARBAGE & TRASH REMOVAL OE	117,719.50			
01-201-26-310-200	PUBLIC BUILDINGS & GROUNDS OE	3,113.04			
01-201-26-315-200	VEHICLE MAINT. - ADMIN. OE	25,810.27			
01-201-27-330-200	BOARD OF HEALTH OE	3,489.43			
01-201-27-340-200	ANIMAL CONTROL OE	1,172.00			
01-201-27-345-200	HUMAN SERVICES OE	8,793.63			
01-201-28-370-200	JOINT RECREATION BOARD OE	4,807.88			
01-201-28-375-200	PARK MAINTENANCE OE	28,455.92			
01-201-31-430-200	ELECTRICITY & GAS OE	23,892.88			
01-201-31-431-200	NATURAL GAS OE	7,325.59			
01-201-31-435-200	STREET LIGHTING OE	28,161.83			
01-201-31-440-200	TELEPHONE OE	6,810.77			
01-201-31-455-200	SEWER FACILITIES OPERATING OE	11,805.49			
01-201-31-456-200	STONY BROOK REGIONAL SA OE	1,263,231.00			
01-201-31-460-200	GASOLINE OE	21,418.82			
01-201-43-490-200	MUNICIPAL COURT OE	1,536.90			
01-203-21-180-200	(2024) REGIONAL PLANNING BD. - TWP - OE		3,341.94		
01-205-55-900-036	RESERVE FOR SEWER OVERPAYMENTS			1,487.20	
01-260-05-100	DUE TO CLEARING/CLAIMS			0.00	1,800,969.43
TOTALS FOR	CURRENT FUND	1,796,140.29	3,341.94	1,487.20	1,800,969.43

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
02-213-44-909-301	BODY ARMOR			1,066.20	
02-213-44-911-301	CLEAN COMMUNITIES			2,782.45	
02-213-44-915-301	FOOD WASTE RECYCLING			178.75	
02-213-44-917-301	RECYCLING GRANT			1,927.80	
02-260-05-100	DUE TO CLEARING/CLAIMS			0.00	5,955.20
TOTALS FOR	GRANT FUND	0.00	0.00	5,955.20	5,955.20
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04-215-17-031-000-000	Ordinance 2017-31 Sewer Trust			22,646.66	
04-215-19-020-000-000	Ordinance 2019-20 NJ EIT			83,089.30	
04-215-19-021-000-000	Ordinance 2019-21 Various Capital Imprv			226,189.20	
04-215-20-032-000-000	Ordinance 2020-32 Various Capital Imprv			4,804.00	
04-215-21-021-000-000	Ordinance 2021-21 Various Capital Improvements			10,475.00	
04-215-22-018-000-000	Ordinance 2022-18 NJ I-Bank			10,010.00	
04-215-22-019-000-000	Ordinance 2022-19 Various Capital Improvements			49,556.32	
04-215-23-016-000-000	Ordinance 2023-16 Sewer Trust			4,173.99	
04-215-23-017-000-000	Ordinance 2023-17 Sewer Improvements			466,411.40	
04-215-23-019-000-000	Ordinance 2023-19 I-Bank Improvements			2,760.00	
04-215-23-020-000-000	Ordinance 2023-20 Open Space Improvements			3,008.75	
04-215-23-021-000-000	Ordinance 2023-21 Various Capital Improvements			274,888.97	
04-215-24-014-000-000	Ordinance 2024-14 Various Capital Improvements			96,089.35	
04-215-24-016-000-000	Ordinance 2024-16 Open Space Improvements			2,550.00	
04-215-24-017-000-000	Ordinance 2024-17 Sewer Improvements (I-Bank)			605.00	
04-215-24-034-000-000	Ordinance 2024-34 Acq of Westminster			3,362.50	
04-215-25-006-000-000	Ordinance 2025-06 Open Space Improvements			6,651.00	
04-215-25-007-000-000	Ordinance 2025-07 Various Capital Improvements			598,941.18	
04-260-05-100	DUE TO CLEARING/CLAIMS			0.00	1,866,212.62
TOTALS FOR	GENERAL CAPITAL FUND	0.00	0.00	1,866,212.62	1,866,212.62
=====					
05-192-08-111-006	GARAGE CREDIT CARDS			468.00	
05-201-02-007-200	PARKING OE	32,805.44			
05-201-02-009-000	JITNEY EXPENSES	31,430.33			
05-260-05-100	DUE TO CLEARING/CLAIMS			0.00	64,703.77
TOTALS FOR	PARKING UTILITY OPERATING FUND	64,235.77	0.00	468.00	64,703.77
=====					
12-201-20-125-200	OPEN SPACE - OTHER EXPENSE - PARK MAINT	5,020.28			
12-260-05-100	DUE TO CLEARING/CLAIMS			0.00	5,020.28
TOTALS FOR	OPEN SPACE FUND	5,020.28	0.00	0.00	5,020.28
=====					
17-260-05-100	Due To Claims/Clearing			0.00	120,202.68
17-290-20-000-000	PROFESSIONAL FEES			5,994.63	
17-290-40-000-000	PERFORMANCE GUARANTEE			114,208.05	
TOTALS FOR	ESCROW	0.00	0.00	120,202.68	120,202.68
=====					
21-201-12-110-200	CONSTRUCTION EXPENSES - OE	1,992.65			
21-260-05-100	DUE TO CLAIMS/CLEARING			0.00	23,477.65
21-285-20-054-000	SHADE TREE TRUST RESERVE FUND			365.00	
21-285-56-087-333	P.U. - COMMUNITY MASS TRANSIT			21,120.00	
TOTALS FOR	TRUST FUND	1,992.65	0.00	21,485.00	23,477.65
=====					
40-201-20-105-200	AFFORDABLE HOUSING BOARD OE	30,173.59			
40-221-55-000-001	RESERVE FOR REHAB PROGRAM			17,100.00	
40-260-05-100	DUE TO CLAIMS/CLEARING			0.00	47,273.59
TOTALS FOR	AFFORDABLE HOUSING UTILITY	30,173.59	0.00	17,100.00	47,273.59
=====					

Total to be paid from Fund 01 CURRENT FUND

1,800,969.43

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT

Total to be paid from Fund 02 GRANT FUND		5,955.20			
Total to be paid from Fund 04 GENERAL CAPITAL FUND		1,866,212.62			
Total to be paid from Fund 05 PARKING UTILITY OPERATING FUND		64,703.77			
Total to be paid from Fund 12 OPEN SPACE FUND		5,020.28			
Total to be paid from Fund 17 ESCROW		120,202.68			
Total to be paid from Fund 21 TRUST FUND		23,477.65			
Total to be paid from Fund 40 AFFORDABLE HOUSING UTILITY		47,273.59			

		3,933,815.22			

Checks Previously Disbursed

1010	PRINCETON PUBLIC SCHOOLS	PO# 47505	8,153,423.00	10/10/2025
1016	NJSHBP ACT	PO# 47540	450,991.49	10/16/2025
1017	NJSHBP ACT	PO# 47541	180,347.74	10/16/2025

8,784,762.23

Totals by fund	Previous Checks/Voids	Current Payments	Total

Fund 01 CURRENT FUND	8,784,762.23	1,800,969.43	10,585,731.66
Fund 02 GRANT FUND		5,955.20	5,955.20
Fund 04 GENERAL CAPITAL FUND		1,866,212.62	1,866,212.62
Fund 05 PARKING UTILITY OPERATING FUND		64,703.77	64,703.77
Fund 12 OPEN SPACE FUND		5,020.28	5,020.28
Fund 17 ESCROW		120,202.68	120,202.68
Fund 21 TRUST FUND		23,477.65	23,477.65
Fund 40 AFFORDABLE HOUSING UTILITY		47,273.59	47,273.59

BILLS LIST TOTALS	8,784,762.23	3,933,815.22	12,718,577.45
			=====



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-365

Agenda Date: 10/27/2025

Agenda #: 2.

Resolution of the Mayor and Council of Princeton Authorizing Appointments to Boards, Commissions and Committees

BE IT RESOLVED by the Mayor and Council of Princeton:

The following appointments are hereby made:

Name and Board	Term	Expires
<u>Flood and Stormwater</u> Kirk Gastinger (PEC Liaison) (replaces Chiara Smorada)	3 years	1/1/2028*

*filling an unexpired term

**As per NJSA 40:14A



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-366

Agenda Date: 10/27/2025

Agenda #: 3.

Resolution of the Mayor and Council of Princeton Authorizing Princeton Affordable Housing Program, Home Rehabilitation Loan 2025-3 Not to Exceed \$10,000.00

WHEREAS, a component of the Princeton Affordable Housing Program involves providing rehabilitation loans to income eligible households; and

WHEREAS, the Princeton Affordable Housing Manager has received the following loan application(s):

- Application 2025-3: \$10,000.00 for HVAC replacement and ancillary repairs; and

WHEREAS, the Affordable Housing has qualified the applicant for participation in the rehabilitation program.

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 of Princeton hereby authorize the aforementioned rehabilitation loan totaling \$10,000.00.
 - a. The owner(s) of the property which is the subject of the loan application shall execute a Mortgage Note and Mortgage in favor of the Municipality of Princeton for repayment of said loan at the time of resale, transfer of the property, borrowing against the property or renting out or vacating the property if the full 10-year term has not passed at the time of the occurrence of any said events. If the property owner(s) occupy the property for the full 10-year term and the property remains the subject of its affordable housing deed restriction for the duration of the term as part of the Princeton Affordable Housing Inventory, then said loan, including any interest thereon, shall be forgiven.
 - b. Pursuant to the Program loan authorized herein, the sum of \$10,000.00 is hereby appropriated, authorized and approved for payment from the municipal Affordable Housing Trust Fund. The funds shall be paid directly to the contractor(s) upon completion of the loan documents, completion of the work, and the inspection and acceptance by the Affordable Housing Manager.
 - c. Upon satisfaction of the conditions for payment set forth in subparagraph b. above, the Affordable Housing Manager shall complete the necessary paperwork, including payment voucher, for submission to Princeton's Qualified Purchasing Agent and Chief Finance Officer for processing and payment as authorized herein.
2. A certified true copy of this Resolution shall be furnished upon its adoption by the Princeton Clerk to the Princeton Affordable Housing Manager, Chief Finance Officer and Qualified Purchasing Agent.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-367

Agenda Date: 10/27/2025

Agenda #: 4.

Resolution of the Mayor and Council of Princeton Authorizing 2025 100% Exempt Disabled Veteran Property Tax for the Year 2025 On Block 7901 Lot 3

WHEREAS, Hamill, Mary O. and John Neale are the current owner of Block 7901 Lot 3, property location 371 Riverside Dr.;

WHEREAS, this property is exempt for 2025. and the 2026 preliminary;

WHEREAS, Hamill, Mary O. and John Neale has been billed 3rd and 4th qtr. 2025 and the 2026 prelim in the amount of \$43,820.92;

WHEREAS, it is the desire of the Mayor and Council of Princeton to cancel the above property taxes in the amount of \$43,820.92 for the 3rd and 4th qtr. of 2025 taxes and adjust 2026 preliminary.

NOW, THEREFORE, BE IT RESOLVED on this 27th day of October 2025, by Mayor and Council of Princeton, County of Mercer, State of New Jersey, that the following property taxes are canceled and the Princeton Tax Collector is authorized to adjust her records, and is hereby released from the collection of the same.



MUNICIPALITY ^{of} PRINCETON

Office of Tax Collection

400 Witherspoon St.

Princeton, NJ 08540

(609) 924-1058

ttisdale@princetonnj.gov

MEMORANDUM

To: Mark Freda, *Mayor*
Mia Sacks, *Council President*
Leighton Newlin, *Councilman*
Eve Niedergang, *Councilwoman*
David Cohen, *Councilman*
Leticia Fraga, *Councilwoman*
Michelle Pirone Lambros, *Councilwoman*

From: Tammie Tisdale, *Tax Collector*

Subject: 100% Exempt Veteran

Date: October 27, 2025

This resolution authorizes cancellation of property taxes for a 100% disable veteran in the amount of \$43,820.92 location – 371 Riverside Dr. effective date of 12/30/24 and going forward. Due to Assessor error this property was not included in the field book for 2025 and a second resolution needed to be created.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-368

Agenda Date: 10/27/2025

Agenda #: 5.

Resolution of the Mayor and Council of Princeton Authorizing a Sewer Refund for Block-4701 Lot-28 for the Tax Year 2025 of \$1,434.80

WHEREAS, the 2025 Extended Tax Duplicate listed Block 4701 Lot 28 is owned by Cifa II Inc.;

WHEREAS, 2025 sewer should be reduced by \$3,379.20, and;

WHEREAS, it is the desire of the Mayor and Council of Princeton to adjust bl-4701 lt-28 in the amount of \$3,379.20 for 2025

WHEREAS, 16 Gulick Rd. has documented a water leak in 2024 and is being billed for the usage in 2025 and;

WHEREAS, it is the desire of the Mayor and Council of Princeton to cancel the above listed sewer in the amount of \$3,379.20 for the tax year 2025, adjust the preliminary 2026 bill and refund \$1,434.80 for 3rd 2025.

NOW, THEREFORE, BE IT RESOLVED on this 27th day of October, 2025, by the Mayor and Council of Princeton, County of Mercer, State of New Jersey, that the following sewer amount is hereby canceled and the Princeton Tax Collector is authorized to adjust her records, and is hereby released from the collection of the same.

2025	\$3,379.20	Block 4701 Lot 28
		Location-16 Gulick Rd.



MUNICIPALITY ^{of} PRINCETON

Office of Tax Collection

400 Witherspoon St.

Princeton, NJ 08540

(609) 924-1058

ttisdale@princetonnj.gov

MEMORANDUM

To: Mark Freda, *Mayor*
Mia Sacks, *Council President*
Leticia, Fraga, *Councilwoman*
David Cohen, *Councilman*
Brian McDonald, *Councilman*
Michelle Pirone Lambros, *Councilwoman*
Leighton Newlin, *Councilman*

From: Tammie Tisdale, *Tax Collector*

Subject: 2025 Sewer Adjustment for BI-4701 Lt-28

Date: October 27, 2025

This resolution authorizes cancellation of an overbilling of sewer in the amount of \$3,379.20 for block-4701 Lot-28 location –16 Gulick Rd. In 2024 the property of 16 Gulick Rd. had a water leak that created an increased sewer bill because it is based on actual water flow. It has been our practice in the past to adjust sewer bills in this instance for the amount of overbill caused by a leak. I am recommending adjusting 2025 sewer billing to reflect their last 5 year average of 137ccf \$1,205.60 and refunding \$1,434.80.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-369

Agenda Date: 10/27/2025

Agenda #: 6.

Resolution of the Mayor and Council of Princeton Authorizing Reimbursement of Qualified Private Communities for 2024 Services Pursuant to the New Jersey Municipal Services Act, N.J.S.A. 40:67-23.2 Et Seq.

WHEREAS, the New Jersey Municipal Services Act, N.J.S.A. 40:67-23.2 et seq. requires municipalities to provide certain services or reimbursement for those services to Qualified Private Communities as defined in the Act; and

WHEREAS, the Municipality of Princeton has chosen to provide some of said services directly and reimburse the Qualified Private Communities for other municipal services rather than provide services directly; and

WHEREAS, the Municipality of Princeton wishes to authorize the Mayor and Clerk of the Municipality of Princeton to execute Municipal Service Agreements with the Qualified Private Communities within the Municipality and authorize the annual reimbursement once said reimbursement has been audited and found correct by the Department of Infrastructure and Operations.

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 Clerk of the Municipality of Princeton are hereby authorized and directed to execute annually the Municipal Service Agreements for Qualifying Private Communities located within the Municipality and authorized reimbursement for said communities once audited and found correct by the Department of Infrastructure and Operations. The Municipal Service Agreements authorized by this Resolution are on file with the Municipal Clerk and may be inspected during regular office hours.



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: 2024 Municipal Services Act Reimbursements for Qualified Private Communities
Date: October 21, 2025

Attached for Council's authorization at its October 27, 2025 meeting is a resolution to authorize the reimbursement of the following fourteen Qualified Private Communities (QPCs).

- Allison Road Homeowners Association
- Barsky Court Homeowners Association
- Constitution Hill Homeowners Association
- Firestone Court
- Garrett Lane Homeowners Association
- Governor's Lane Homeowners Association
- 5-16 Greenvine Avenue Condominium Association
- Griggs Farm Homeowners Association
- 36 Moore Street Condominium Association
- Palmer Square North/Hulfish North
- Queenston Commons Homeowners Association
- Russell Estates Homeowners Association
- The Preserve Homeowners Association
- Washington Oaks Homeowners Association

Per N.J.S.A 40:67-23.3, the municipality is required to reimburse these QPCs for the following municipal services if the QPCs provide the service: removal of snow and ice; street lighting; brush and leaf collection; and collection and disposal of solid waste and recycling. The amount to be reimbursed to the QPC is the lesser of the following: the actual cost to the QPC of providing that service and the amount which the municipality would have expended on that service if it were provided directly by the municipality to the QPC. Agreements with each of the QPCs provide an accounting of these costs.

We have not received submittals from all of the QPCs; however, we would like to begin processing reimbursements for those that have complied. The attached resolution enables the Mayor and Clerk to execute annual agreements with the QPCs for reimbursement.

Please contact me if you have any questions.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-25-370

Agenda Date: 10/27/2025

Agenda #: 7.

Resolution of the Mayor and Council of Princeton Authorizing Community Options, Inc. to Hold a Cupid's Chase 5K on Saturday, February 14, 2026

WHEREAS, Community Option's, Inc. has requested permission from the Mayor and Council of Princeton to hold their annual Cupid's Chase 5K on Saturday, February 14th, 2026 from 9:00 a.m. to 12:00 p.m. The event will require the closures of the following roads from 9:00 a.m. to 12:00 p.m.: Mercer Street (between Nassau Street & Lovers Lane), Alexander Street (between University Place & Mercer Street), Springdale Road (between Goldman Lane & Mercer Street), Olden Lane (between Goldman Lane & Mercer Street), and College Road (between Springdale Road & Alexander Street); 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 of the parade 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 for Community Option's, Inc. to hold their annual Cupid's Chase 5K on Saturday, February 14th, 2026 from 9:00 a.m. to 12:00 p.m. contingent upon adherence to the provisions set forth by the Princeton Police Department including but not limited to traffic control and security.