



Municipality of Princeton, NJ

Mayor and Council of Princeton

Meeting Agenda

400 Witherspoon St
Princeton, NJ 08540

Monday, January 12, 2026

7:00 PM

Main Council Chambers

I. JOIN MEETING - PLEASE CLICK LINK BELOW:

<https://us02web.zoom.us/j/86708781961>

Webinar ID: 867 0878 1961

II. STATEMENT CONCERNING NOTICE OF MEETING

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

III. LAND ACKNOWLEDGEMENT

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

IV. ROLL CALL

V. PLEDGE OF ALLEGIANCE

VI. ANNOUNCEMENTS/REPORTS

VII. PRESENTATION

1. [0004](#) New Princeton Loop Bus Wrap Design-Presented by Smith-Manning

VIII. RESOLUTIONS

1. [R-26-027](#) Resolution of the Mayor and Council of Princeton Authorizing Adding Roth Provision for an Existing Deferred Compensation Plan 20-PD-Equitable-091720
2. [R-26-028](#) Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 14 Clearview Avenue

3. [R-26-029](#) Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 132 Brickhouse Road
4. [R-26-030](#) Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 134 Griggs Drive
5. [R-26-031](#) Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 140 Griggs Drive
6. [R-26-032](#) Resolution of the Mayor and Council of Princeton Authorizing the Award of a Professional Services Agreement to Mason, Griffin & Pierson, P.C. for Legal Services as Municipal Attorney for 2026 for an Amount Not to Exceed \$400,000.00
7. [R-26-033](#) Resolution of the Mayor and Council of Princeton Extending an Extraordinary Unspecifiable Services Agreement with Sustainable Princeton for Services Related to Sustainability for an Amount Not to Exceed \$150,000.00

IX. CONSENT AGENDA

1. [R-26-034](#) Resolution of the Mayor and Council of Princeton Approving the Placement Pole Banners on Nassau Street by the Princeton University Advancement Office, May 16, 2026 to May 30, 2026
2. [R-26-035](#) Resolution of the Mayor and Council of Princeton in Support of Princeton's Climate Action Plan
3. [R-26-036](#) Resolution of the Mayor and Council of Princeton Authorizing Appointments to Boards, Commissions and Committees

X. 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

XI. ADJOURNMENT



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: 0004

Agenda Date: 1/12/2026

Agenda #: 1.

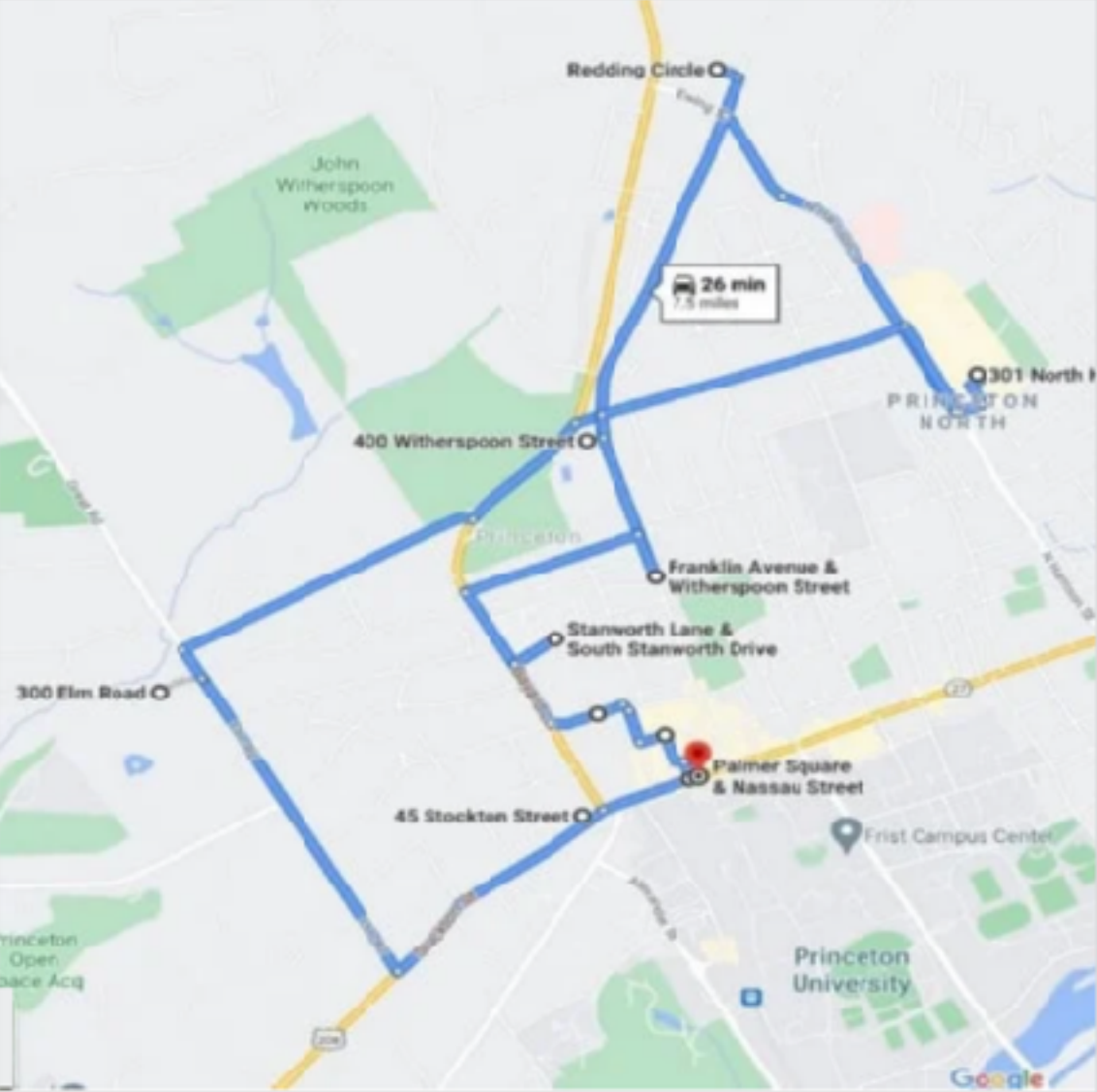
New Princeton Loop Bus Wrap Design-Presented by Smith-Manning



smith + manning **design and branding**

Princeton Loop

1.12.2026

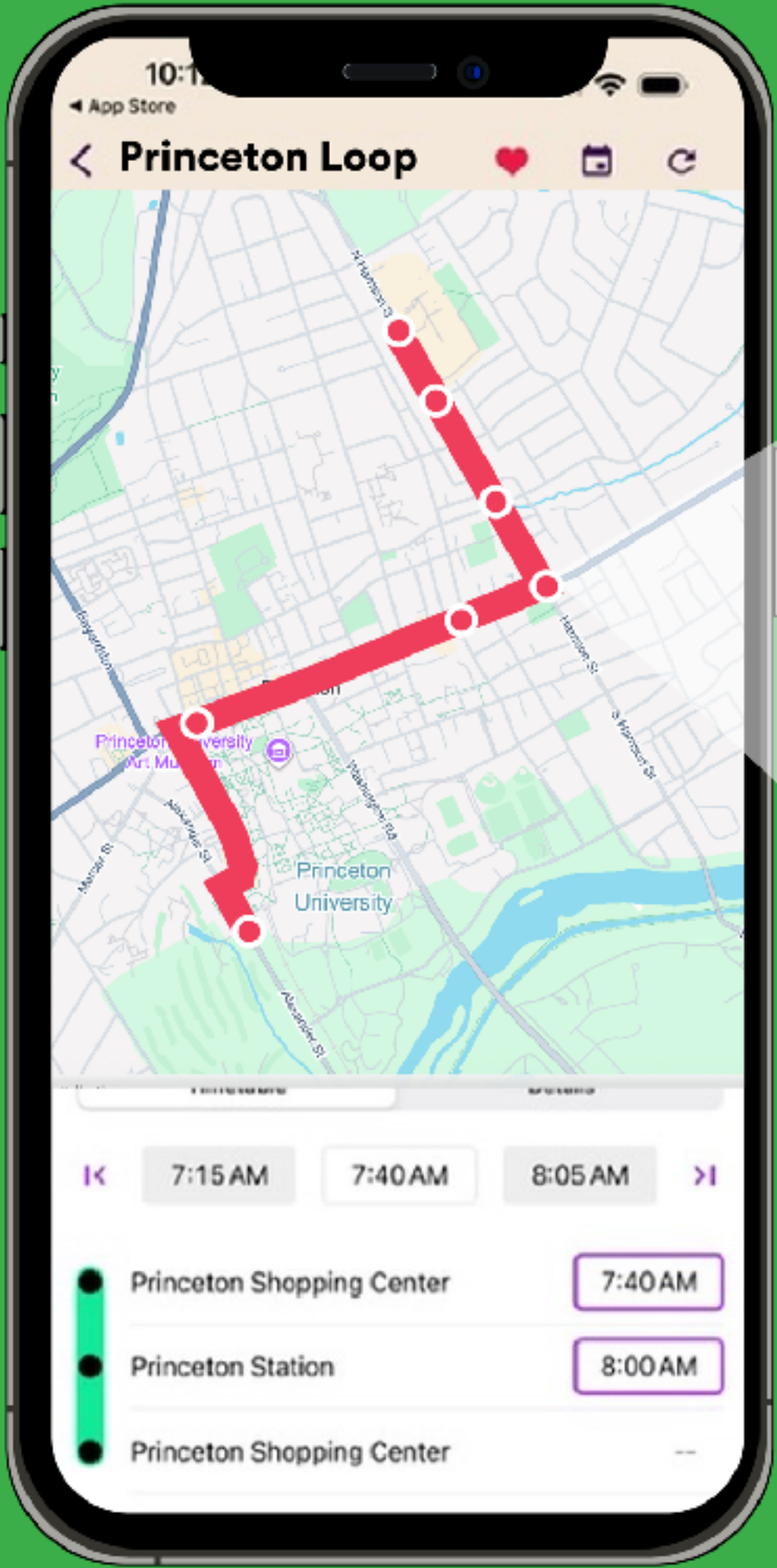


Logo





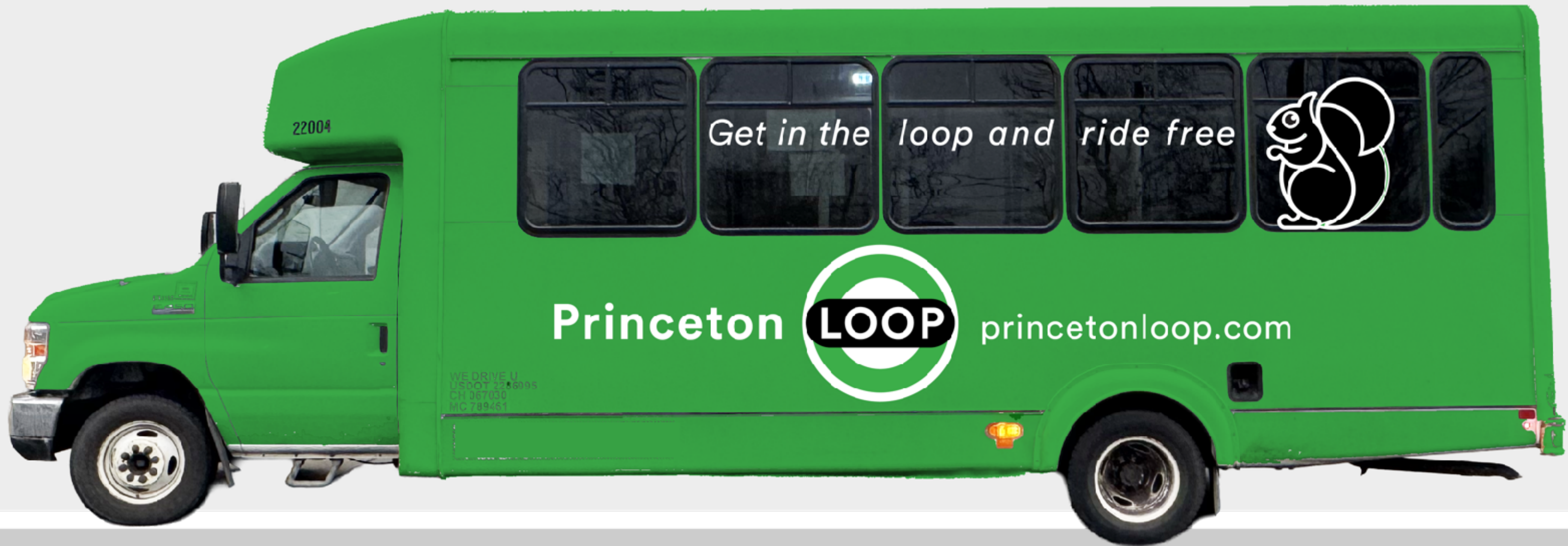
TripShot





Get in the loop
& ride free!





Option 1 - Side View



Option 1 - Passenger View



Option 1 - Front and Back View



Hop on. It's free.





Option 2 - Side View



Option 21 - Passenger View



Option 2 - Front and Back View

Option 1 -
Black Squirrel



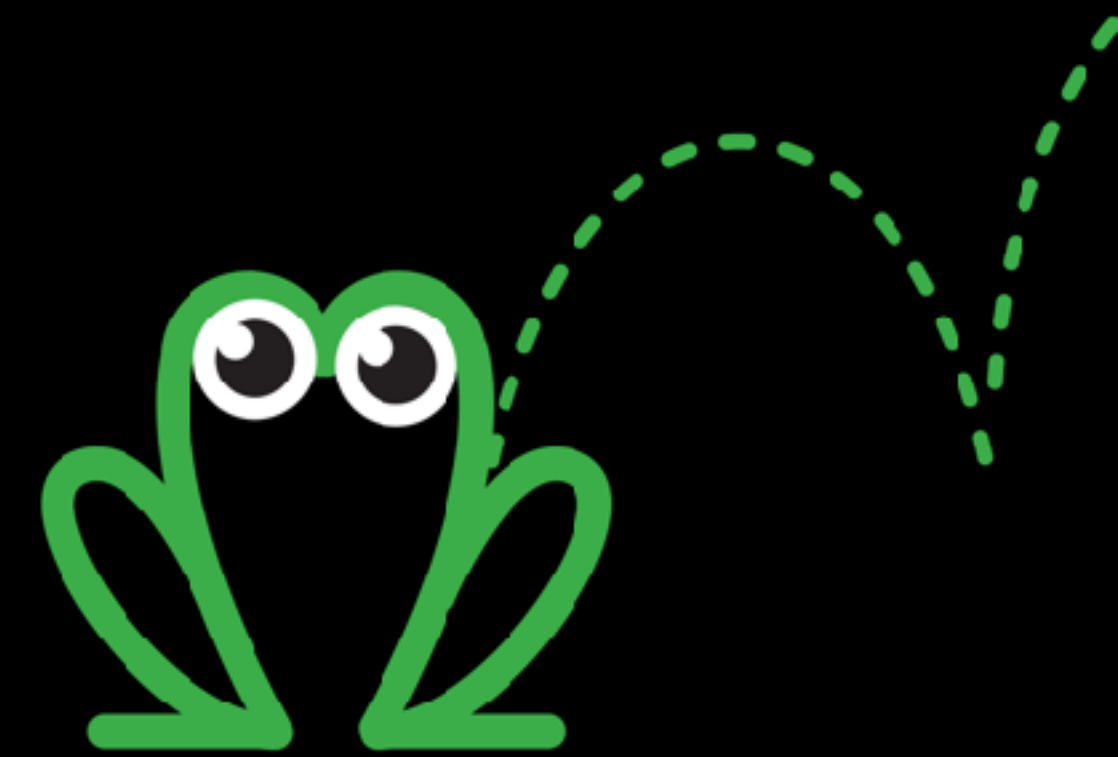
Get in the loop
it's free!



Option 2 -
Frog



Hop on. It's free!



PrincetonLoop.com

Thank You!



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-027

Agenda Date: 1/12/2026

Agenda #: 1.

Resolution of the Mayor and Council of Princeton Authorizing Adding Roth Provision for an Existing Deferred Compensation Plan 20-PD-Equitable-091720

WHEREAS, Princeton (hereinafter referred to as the “Employer”) by resolution adopted a Deferred Compensation Plan (hereinafter referred to as the “Plan”) effective 10/01/2009 for the purpose of making available to eligible employees the accrual of tax benefits under a Section 457 Deferred Compensation Plan; and

WHEREAS, the Small Business Jobs Act of 2010 amended Section 402A(1) of the Internal Revenue Code (the “Code”); and

WHEREAS, the Employer desires its Plan to add Roth provisions brought about by the Small Business Jobs Act of 2010; and

WHEREAS, the Employer desires to adopt a restated Plan that is substantially similar to one on which a favorable Private Letter Ruling has been previously obtained from the federal Internal Revenue Service including provisions of The Small Business Job Protection Act of 1996 (United States Public Law No. 104-188), the Tax payer Relief Act of 1997 (United States Public Law No. 105-34), the Economic Growth and Tax Relief Reconciliation Act of 2001 (United States Public Law No. 107-16), Section 401(a)(9) of the Internal Revenue code, the Small Business Jobs Act of 2010, and all such provisions are stated in the plan in terms substantially similar to the text of those provisions in the Code Section 457 including pertinent applicable Treasury Regulations. The use of the Ruling is for guidance only and acknowledges that for Internal Revenue Service purposes, the Ruling of another employer is not to be considered precedent; and

WHEREAS, such revised Plan shall supersede the previously adopted Plan;

NOW, THEREFORE, BE IT RESOLVED that the Employer hereby adopts the attached Restatement to the Deferred Compensation Plan Document from 66-PD-Equitable-053107 to the revise Plan 20-PD-EQUITABLE-091720

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be forwarded to the Director of the Division of Local Government Services.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-028

Agenda Date: 1/12/2026

Agenda #: 2.

Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 14 Clearview Avenue

WHEREAS, Princeton is the owner of certain real property known as 14 Clearview Avenue, Princeton, New Jersey 08540, and designed as Lot 3 in Block 7307 on the Princeton Tax Map ("Property");

WHEREAS, the Property is a deed-restricted affordable housing unit under the Princeton Affordable Housing Program;

WHEREAS, Housing Initiatives of Princeton Charitable Trust ("HIPCT") is a non-profit organization that provides transitional affordable housing to lower income working individuals and families in need of transitional housing;

WHEREAS, Princeton and HIPCT have entered into a Property Lease and Management Agreement ("Lease") pursuant to which HIPCT would enter into an approved form of a Transitional Occupancy Agreement for a qualified occupant to occupy the Property;

WHEREAS, the Lease provided for a renewal option after the expiration of the current term;

WHEREAS, Princeton and HIPCT wish to extend the term of the Lease until December 31, 2026.

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

1. The Mayor and Clerk of Princeton are hereby authorized and directed to enter into a Lease Extension with HIPCT to permit the continued occupancy of the Property. The Lease Extension authorized by this Resolution is on file in the Office of the Princeton Clerk and may be inspected during regular office hours. The lease extension shall be for a term ending December 31, 2026.
2. Upon its adoption, a certified true copy of this Resolution shall be provided to the Princeton Housing Manager and the Executive Director of HIPCT.

LEASE EXTENSION AGREEMENT

**14 CLEARVIEW AVENUE
PRINCETON, NJ 08540**

This Lease Extension dated this 12th day of January 2026, is by and between 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 the "Landlord") and Housing Initiatives of Princeton Charitable Trust, a nonprofit corporation in the State of New Jersey, having their principal offices located at 33 Mercer Street, Princeton, New Jersey 08540 (hereinafter referred to as the "Tenant").

WITNESS

WHEREAS, the Landlord is the owner of a single-family home located at 14 Clearview Avenue in the Municipality of Princeton, County of Mercer, State of New Jersey, and designated as Block 7307, Lot 3, on the Princeton Tax Map (hereinafter referred to as the "Property"); and

WHEREAS, the Tenant is a nonprofit corporation providing transitional housing for very low, low and moderate income households as defined by the New Jersey Fair Housing Act, N.J.S.A. 52:27D-301 et. seq. and is currently renting the Property from the Landlord; and

WHEREAS, the current Lease Agreement between the Landlord and the Tenant for the Property was authorized, as required by the New Jersey Local Land and Buildings Law, N.J.S.A. 40A:12-14(c) by virtue of the adoption by the Landlord of Ordinance No. 2023-23 adopted by the Landlord on July 10, 2023; and

WHEREAS, the current term of the Lease expires on December 31, 2025, and the Tenant has requested an extension of the Lease term through December 31, 2026; and

WHEREAS, the Landlord remains supportive of the Tenant's mission of providing transitional housing and wishes, therefore, to extend the term of the Lease.

NOW, THEREFORE, for one dollar and other good and valuable consideration, the Landlord and Tenant agree as follows:

1. The term of the current December 31, 2025, Lease for the Property between the Landlord and Tenant is hereby extended from December 31, 2025, until December 31, 2026. A copy of the December 31, 2025, Lease is attached hereto as Exhibit A and made a part hereof.
2. All of the remaining terms and conditions of the existing Lease shall remain in full force and effect.

Municipality of Princeton
Landlord

Dawn M. Mount, Clerk

By: _____
Mark Freda, Mayor

Witness:

Housing Initiatives of Princeton Charitable Trust
Tenant

By: _____
Kathleen Gittleman, Executive Director



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-029

Agenda Date: 1/12/2026

Agenda #: 3.

Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 132 Brickhouse Road

WHEREAS, Princeton is the owner of certain real property known as 132 Brickhouse Road, Princeton, New Jersey 08540, and designated as Lot 3.132 in Block 9801 on the Princeton Tax Map ("Property");

WHEREAS, the Property is a deed-restricted affordable housing unit under the Princeton Affordable Housing Program;

WHEREAS, Housing Initiatives of Princeton Charitable Trust ("HIPCT") is a non-profit organization that provides transitional affordable housing to lower income individuals and families in need of transitional housing;

WHEREAS, Princeton and HIPCT have entered into a Property Lease and Management Agreement ("Lease") pursuant to which HIPCT would enter into an approved form of a Transitional Occupancy Agreement for a qualified occupant to occupy the Property;

WHEREAS, the Lease provided for renewal option after the expiration of the current term;

WHEREAS, Princeton and HIPCT wish to extend the term of the Lease until December 31, 2026; and

WHEREAS, the Washington Oaks Condominium Association has been asked to approve said extension.

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

1. The Mayor and Clerk of Princeton are hereby authorized and directed to enter into a Lease Extension with HIPCT to permit the continued occupancy of the Property. The Lease Extension authorized by this Resolution is on file in the Office of the Princeton Clerk and may be inspected during regular office hours. The lease extension shall be for a term ending December 31, 2026.
2. Upon its adoption, a certified copy of this Resolution shall be provided to the Princeton Housing Manager, Executive Director of HIPCT, and the Washington Oaks Condominium Association.

LEASE EXTENSION

Property Lease & Management Agreement

132 Brickhouse Road

This Lease Extension (“Lease Extension”) is made and dated this 12th day of January, 2026 by and between:

Municipality of Princeton, 400 Witherspoon Street, Princeton, New Jersey 08540 (“Princeton”), and

Housing Initiatives of Princeton Charitable Trust, of the State of New Jersey, 33 Mercer Street, Princeton, New Jersey 08540 (“HIPCT”).

WITNESSETH

Whereas, Princeton owns certain real property known as 132 Brickhouse Road, in the municipality of Princeton, County of Mercer and State of New Jersey, and designated as Lot 3.132 in Block 9801 on the Princeton Tax Map (“Property”);

Whereas, the Property is a deed-restricted affordable housing unit under the Princeton Affordable Housing Program;

Whereas, HIPCT is a non-profit organization that provides transitional affordable housing to lower income individuals and families in need of transitional housing;

Whereas, Princeton and HIPCT entered into a Property Lease and Management Agreement, relevant to the Property;

Whereas, pursuant to the Lease, HIPCT has entered into a Transitional Occupancy Agreement with a qualified occupant, under which the occupant would occupy the Property as transitional housing;

Whereas, the Lease provided for a renewal option after the expiration of the current term;

Whereas, HIPCT has requested an extension of the Lease term until December 31, 2026;

Whereas, the Washington Oaks Homeowners Association has been asked to consent to said extension; and

Whereas, Princeton and HIPCT wish therefore to renew and extend the term of the Lease to December 31, 2026, on the same terms and conditions as provided for in the Lease.

Now therefore, in consideration of the mutual promises contained herein, Princeton and HIPCT hereby agree as follows:

1. The Lease is extended for a period: January 1, 2026, to December 31, 2026.
2. The September 12, 2011, Hold Harmless Agreement shall remain in full force and effect with respect to this Lease Extension and is attached as **Exhibit A**.
3. The March 14, 2011, Property Lease and Management Agreement attached as **Exhibit B** shall remain in full force and effect.
4. All references in the Hold Harmless Agreement and the Property Lease and Management Agreement to the Township of Princeton shall be changed to the Municipality of Princeton.
5. The Washington Oaks Homeowners Association Rental Information Form is attached as **Exhibit C** and shall apply to this Lease Extension.
6. The Washington Oaks Homeowners Association Regulation of Lease of Units, Lease Rider dated March 25, 2024, is attached as **Exhibit D** and shall apply to this Lease Extension.
7. At the expiration of the terms of this Lease Extension, the Lease may be renewed in accordance with the lease renewal terms set forth in the Lease, subject to approval by the Washington Oaks Homeowners Association.
8. All terms and conditions of the Lease, the Hold harmless agreement, and any attachments thereto shall remain in full force and effect.
9. HIPCT shall continue to have its tenant execute the Transitional Occupancy Agreement.
10. HIPCT shall continue to adhere to the requirements of the Washington Oaks Homeowners Association regulation on lease of units.

In Witness Whereof, the parties hereto have caused this Lease Extension to be duly executed as of the day and date first written above.

[SIGNATURES ON NEXT PAGE]

Witness/Attest:

Princeton

Dawn M. Mount, Municipal Clerk

By: Mark Freda, Mayor

Housing Initiatives of Princeton Charitable
Trust of the State of New Jersey

Secretary

By: Lori Troilo, Executive Director



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-030

Agenda Date: 1/12/2026

Agenda #: 4.

Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 134 Griggs Drive

WHEREAS, Princeton is the owner of certain real property known as 134 Griggs Drive, Princeton, New Jersey 08540, and designed as Lot 1.1512 in Block 802 on the Princeton Tax Map ("Property");

WHEREAS, the Property is a deed-restricted affordable housing unit under the Princeton Affordable Housing Program;

WHEREAS, Housing Initiatives of Princeton Charitable Trust ("HIPCT") is a non-profit organization that provides transitional affordable housing to lower income working individuals and families in need of transitional housing;

WHEREAS, Princeton and HIPCT have entered into a Property Lease and Management Agreement ("Lease") pursuant to which HIPCT would enter into an approved form of a Transitional Occupancy Agreement for a qualified occupant to occupy the Property;

WHEREAS, the Lease provided for a renewal option after the expiration of the current term;

WHEREAS, Princeton and HIPCT wish to extend the term of the Lease until December 31, 2026.

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

1. The Mayor and Clerk of Princeton are hereby authorized and directed to enter into a Lease Extension with HIPCT to permit the continued occupancy of the Property. The Lease Extension authorized by this Resolution is on file in the Office of the Princeton Clerk and may be inspected during regular office hours. The lease extension shall be for a term ending December 31, 2026.
2. Upon its adoption, a certified true copy of this Resolution shall be provided to the Princeton Housing Manager and the Executive Director of HIPCT.

LEASE EXTENSION

Property Lease & Management Agreement 134 Griggs Drive

This Lease Extension (“Lease Extension”) is made and dated this 12th day of January, 2026 by and between:

Municipality of Princeton, 400 Witherspoon Street, Princeton, New Jersey 08540 (“Princeton”), and

Housing Initiatives of Princeton Charitable Trust, of the State of New Jersey, 33 Mercer Street, Princeton, New Jersey 08540 (“HIPCT”).

WITNESSETH

Whereas, Princeton owns certain real property known as 134 Griggs Drive, in the municipality of Princeton, County of Mercer and State of New Jersey, and designated as Lot 1.1512 in Block 802 on the Princeton Tax Map (“Property”);

Whereas, the Property is deed-restricted affordable housing unit under the Princeton Affordable Housing Program;

Whereas, HIPCT is a non-profit organization that provides transitional affordable housing to lower income individuals and families in need of transitional housing;

Whereas, Princeton and HIPCT entered into a Property Lease and Management Agreement, relevant to the Property;

Whereas, pursuant to the Lease, HIPCT has entered into a Transitional Occupancy Agreement with a qualified occupant, under which the occupant would occupy the Property as transitional housing;

Whereas, the Lease provided for a renewal option after the expiration of the current term;

Whereas, HIPCT has requested an extension of the Lease term until December 31, 2026:

Whereas, Princeton and HIPCT wish therefore, to renew and extend the term of the Lease to December 31, 2025, on the same terms and conditions as provided for in the Lease.

Now therefore, in consideration of the mutual promises contained herein, Princeton and HIPCT hereby agree as follows:

1. The Lease is extended for a period: January 1, 2026, to December 31, 2026.
2. The December 14, 2020, Property Lease and Management Agreement attached as **Exhibit A** shall remain in full force and effect.

3. At the expiration of the term of this Lease Extension, the Lease may be renewed in accordance with the lease renewal terms set forth in the Lease.
4. All terms and conditions of the Lease and any attachments thereto shall remain in full force and effect.
5. HIPCT shall continue to have its tenant execute the Transitional Occupancy Agreement.

In Witness Whereof, the parties hereto have caused this Lease Extension to be duly executed as of the day and date first written above.

Witness/Attest:

Princeton

Dawn Mount, CMC Municipal Clerk

By: Mark Freda, Mayor

Housing Initiatives of Princeton Charitable
Trust of the State of New Jersey

Secretary

By: Lori Troilo, Executive Director



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-031

Agenda Date: 1/12/2026

Agenda #: 5.

Resolution of the Mayor and Council of Princeton Authorizing the Housing Initiatives of Princeton Charitable Trust: Extension of Property Lease and Management Agreement for 140 Griggs Drive

WHEREAS, Princeton is the owner of certain real property known as 140 Griggs Drive, Princeton, New Jersey 08540, and designed as Lot 1.1512 in Block 802 on the Princeton Tax Map ("Property");

WHEREAS, the Property is a deed-restricted affordable housing unit under the Princeton Affordable Housing Program;

WHEREAS, Housing Initiatives of Princeton Charitable Trust ("HIPCT") is a non-profit organization that provides transitional affordable housing to lower income working individuals and families in need of transitional housing;

WHEREAS, Princeton and HIPCT have entered into a Property Lease and Management Agreement ("Lease") pursuant to which HIPCT would enter into an approved form of a Transitional Occupancy Agreement for a qualified occupant to occupy the Property;

WHEREAS, the Lease provided for a renewal option after the expiration of the current term;

WHEREAS, Princeton and HIPCT wish to extend the term of the Lease until December 31, 2026.

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

1. The Mayor and Clerk of Princeton are hereby authorized and directed to enter into a Lease Extension with HIPCT to permit the continued occupancy of the Property. The Lease Extension authorized by this Resolution is on file in the Office of the Princeton Clerk and may be inspected during regular office hours. The lease extension shall be for a term ending December 31, 2026.
2. Upon its adoption, a certified true copy of this Resolution shall be provided to the Princeton Housing Manager and the Executive Director of HIPCT.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-032

Agenda Date: 1/12/2026

Agenda #: 6.

Resolution of the Mayor and Council of Princeton Authorizing the Award of a Professional Services Agreement to Mason, Griffin & Pierson, P.C. for Legal Services as Municipal Attorney for 2026 for an Amount Not to Exceed \$400,000.00

WHEREAS, the Municipality of Princeton (“Princeton”) has a need for a Municipal Attorney for purposes of providing legal services for 2026; and

WHEREAS, it has been determined that the value of the contract will exceed \$44,000; and

WHEREAS, Mason, Griffin & Pierson, P.C. (“MGP”) has proposed to provide these services for Princeton for an amount not to exceed \$400,000.00; and

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

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

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

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

WHEREAS, the Certified Financial Officer has certified that Princeton has appropriated sufficient funds for these services; and

WHEREAS, the term of this contract shall be for twelve months, from January 1, 2026, until December 31, 2026.

NOW, THEREFORE, BE IT 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, are hereby authorized and directed to enter into an agreement with Mason, Griffin & Pierson, P.C. for Legal Services as Municipal Attorney for 2026 for an amount not to exceed \$400,000.00 without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5(1)(a)(i).
2. The Term of this contract shall be for twelve months, from January 1, 2026, until December 31, 2026.
3. A copy of this Resolution, Pay-to-Play Forms, and contract will be kept on file in the Office of the Clerk.
4. Notice of this action shall be published in the official newspaper as required by law.

PROFESSIONAL SERVICES AGREEMENT FOR LEGAL SERVICES
FOR MUNICIPAL ATTORNEY FOR 2026

THIS AGREEMENT (“Agreement” or “agreement”) is 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 Mason Griffin & Pierson, P.C., 101 Poor Farm Road, Princeton, New Jersey 08540 (hereinafter referred to as "CONSULTANT".)

WITNESS

WHEREAS, PRINCETON desires to obtain the legal services of an attorney to act as Municipal Attorney in 2026; and

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

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

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

1. **Scope of Services.**

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

2. **Contract Term.**

- a. This Agreement shall become effective on January 1, 2026, and shall expire on December 31, 2026, unless terminated sooner pursuant to the termination provisions set forth in subsection 2b. below.
- b. The Agreement may be terminated by either party, by giving sixty (60) days advanced written notice to the other, to the address as set forth on page 1 above.

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

- a. The anticipated cost of CONSULTANT’S services as described herein shall not exceed

four hundred thousand dollars and zero cents (\$400,000.00), with a retainer of one hundred ninety-two thousand dollars and zero cents (\$192,000.00) for routine legal services billed at a flat rate of sixteen thousand dollars and zero cents (\$16,000.00) per month for up to eighty-five (85) hours of routine legal services per month, subject to annual budgetary appropriations. Additional services not covered by the monthly retainer and any routine services in excess of eighty-five (85) hours per month shall be billed at a rate of one hundred ninety-five dollars and zero cents (\$195.00) per hour.

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

4. Terms and Conditions.

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

5. Political Contributions.

- a. This Agreement has been awarded to CONSULTANT based on the merits and abilities of CONSULTANT to provide the services as described herein. This Agreement was not awarded through a "fair and open process" as that phrase is defined in N.J.S.A. 19:44A-20.7. As such, CONSULTANT hereby certifies that CONSULTANT (including persons and other business entities having an interest in CONSULTANT, as defined by N.J.S.A. 19:44A-20.7) has neither made a contribution that is reportable by the recipient under P.L. 1973, c.83, N.J.S.A. 19:44A-1 et seq. (i.e., in excess of \$200.00), in the one (1) year period preceding the award of this Agreement nor will it make a reportable contribution during the term of this Agreement to any municipal committee of a political party if a member of that political party is serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded, or to any candidate committee of any person serving in an elective public office of the municipality of PRINCETON when the Agreement is awarded.

- b. CONSULTANT is advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.27 if CONSULTANT receives in a calendar year \$50,000 or more in the aggregate through agreements or contracts with a public entity. It is CONSULTANT'S responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at (888) 313-3532 or www.elec.state.nj.us.

6. Insurance; Hold Harmless.

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

7. Complete Agreement.

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

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

[SIGNATURES APPEAR ON NEXT PAGE]

ATTEST:

By: _____
Dawn M. Mount, Municipal Clerk

Date: _____

WITNESS:

By: _____

Date: _____

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

By: _____
Mark Freda, Mayor

Date: _____

MASON, GRIFFIN & PIERSON, P.C.

By: _____
Authorized Representative

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.**

MASON, GRIFFIN & PIERSON

A PROFESSIONAL CORPORATION

COUNSELLORS AT LAW



101 Poor Farm Road
Princeton, NJ 08540
Tel 609.921.6543
Fax 609.683.7978
www.mgplaw.com

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Ralph S. Mason (1913-1988)
Gordon D. Griffin (1919-2016)
Craig H. Davis (1947-1997)

Also Admitted in:

[†] PA [▼] NY

Of Counsel

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Keri Reid McNally[▼]
Priscilla M. Schoendorf
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Direct Dial: (609) 436-1211

December 23, 2025

Bernard P. Hvozdovic, Administrator
Municipality of Princeton
400 Witherspoon Street
Princeton, NJ 08540

Re: Mason, Griffin & Pierson, P.C.: Proposal for 2026 Legal Services

Dear Mr. Hvozdovic:

On behalf of myself and Mason, Griffin & Pierson, I write to confirm my interest in continuing to serve as Princeton's Municipal Attorney during calendar year 2026.

To that end, I enclose herewith a professional services agreement for 2026 legal services. We propose to charge a flat monthly fee of \$16,000 up to a maximum of 85 hours per month, with any additional time billed at \$195 per hour.¹ For all matters billed outside of the monthly retainer, we will charge \$195 per hour.

It remains a privilege to represent Princeton, and I very much look forward to the opportunity to continue working with you, your staff, and Princeton's elected officials in 2026.

Very Truly Yours,

A handwritten signature in black ink, appearing to read 'Trishka'.

Trishka Waterbury Cecil, Esq.

TWC:haf

Encls.

cc: Dawn M. Mount, RMC, Clerk (w/encl.)

¹The firm's 2026 rates for municipal clients in Mercer County are well in excess of \$200 per hour. For Princeton, however, MGP is happy to provide a discount.

EXHIBIT C

BUSINESS REGISTRATION AND SALES AND USE TAX REQUIREMENTS

A. Business Registration

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

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

B. Sales and Use Tax

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

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

TERMS & CONDITIONS**EXEMPTION**

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

LEGAL REQUIREMENTS

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

STATE REQUIREMENT (BUSINESS REGISTRATION REQUIREMENT)

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

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

AUTHORIZATION TO PROCEED

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

QUALITY & QUANTITY

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

ASSIGNMENT

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

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

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

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

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

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

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

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

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

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

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

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

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

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

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

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



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-033

Agenda Date: 1/12/2026

Agenda #: 7.

Resolution of the Mayor and Council of Princeton Extending an Extraordinary Unspecifiable Services Agreement with Sustainable Princeton for Services Related to Sustainability for an Amount Not to Exceed \$150,000.00

WHEREAS, by Resolution 24-54 adopted on February 12, 2024, the Mayor and Council of Princeton authorized the award of an agreement (“the 2024 Agreement”) to Sustainable Princeton for support services related to sustainability for an amount not to exceed \$105,000.00 and a term from January 1, 2024, until December 31, 2024; and

WHEREAS, pursuant to the resolution and agreement between Princeton and Sustainable Princeton, the term of the 2024 Agreement may be extended for up to two (2) additional one (1) year terms; and

WHEREAS, by Resolution 25-24 adopted on January 7, 2025, the Mayor and Council of Princeton authorized the first extension of the 2024 Agreement for an amount not to exceed \$109,000.00; and

WHEREAS, Sustainable Princeton has provided a proposal for the second and final one (1) year extension for an amount not to exceed \$150,000.00; and

WHEREAS, Sustainable Princeton has been performing the services under the 2024 Agreement in an effective and efficient manner; and

WHEREAS, Princeton wishes to amend the current agreement to include the following terms:

Princeton will allow Sustainable Princeton to utilize designated space as an access point for services. Sustainable Princeton acknowledges that Princeton maintains ownership of the space utilized by Sustainable Princeton. Sustainable Princeton staff will have access to common areas such as restrooms and will comply with Princeton’s requirements for parking, identification badges, etc. Princeton will provide the space including parking, utilities and maintenance expenses. Sustainable Princeton will maintain responsibility for all equipment brought on site for the delivery of services by Sustainable Princeton.

WHEREAS, the Certified Financial Officer has certified that Princeton has appropriated sufficient funds for these services in account 01-201-21-181-273.

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

1. The current contract between Princeton and Sustainable Princeton for Support Services Related to Sustainability is hereby extended for the second and final one (1) year from January 1, 2026, through December 31, 2026, for an amount not to exceed \$150,000.00, with the additional terms as described above.
2. All other remaining provisions of the 2024 Agreement between Princeton and Sustainable Princeton not inconsistent herewith shall remain the same.
3. This Resolution, when countersigned by Sustainable Princeton, shall serve as the second and final extension of the original Agreement.

4. A copy of this Resolution, Pay-to-Play Forms, and contract will be kept on file in the Office of the Clerk.
5. Notice of this action shall be published in the official newspaper as required by law.

ATTEST:

PRINCETON

By: _____
Dawn M. Mount, Municipal Clerk

By: _____
By: Mark Freda, Mayor

WITNESS:

SUSTAINABLE PRINCETON

By: _____
Witness

By: _____
Authorized Representative



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: 2026 Contract with Sustainable Princeton
Date: January 7, 2026

Attached for Council's authorization at its January 12, 2026 meeting is an agreement for extraordinary and unspecifiable services in the amount of \$150,000 with Sustainable Princeton (SP).

Sustainable Princeton has been supporting the Princeton community to achieve its sustainability goals for more than ten years. Since 2017, Sustainable Princeton has been under contract with the municipality for various services related to sustainability. As Princeton Council's goals and priorities related to sustainability, resilience, and good governance has grown, the project work assigned to Sustainable Princeton has increased. An overview of Princeton's 2025 Sustainable Jersey certification work is attached. Since 2023, with SP's leadership, Princeton has been able to gain almost three hundred certifications points and a Gold Star in Health. The Sustainable Jersey certification attachment illustrates just a fraction of the breadth of work that SP provides and their relationships within the municipal staff and volunteer boards/committees/commissions, and with outside organizations. Other successful project collaborations include the Adopt a Storm Drain program, food scraps recycling drop off program, ShredFest, EV fleet planning, commercial and residential energy efficiency programs, low and moderate income community solar program, Green House Tours with the Environmental Commission, audio visual content creation, and many others. Princeton does not have the staff resources internally, by personnel count and /or expertise, to accomplish what SP does.

For the 2026 scope of services, SP is being requested to increase their role in the following continuing initiatives from Council's 2025 goals and priorities.

- Stormwater utility feasibility study
- MS4 stormwater permit compliance
- Tree canopy expansion

These projects, overseen by the Department of Infrastructure & Operations, require a large expenditure of time to ensure that we are successfully completing the required tasks; the Department has not been able to find qualified employees to fill four open Engineering project management-related positions and one DPW urban forestry position and need the staff augmentation that is provided by SP through their service contract. Their attached 2026 proposed scope of work more fully identifies the projects and associated work tasks.

We respectfully request that Princeton Council authorizes the 2026 extraordinary and unspecifiable services agreement with Sustainable Princeton. If you have any questions or need additional information, please contact me or Christine Symington, Sustainable Princeton Executive Director.

Congratulations Princeton!

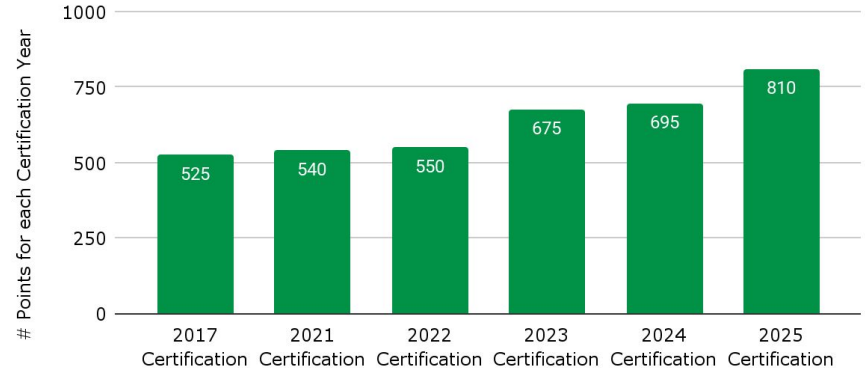
Sustainable Jersey awarded Princeton **810 points** this year. This is yet another record for the municipality!

Many thanks to all Municipal staff, Council members, BCCs, and partners whose work made this happen!

Review the following pages to learn about the amazing effort behind Princeton's **2025 Silver certification with a Gold Star in Health** and check out what's anticipated for next year.



History of Princeton's Sustainable Jersey Points



Congratulations Princeton!

**11
NEW
ACTIONS**

**HEALTH
GOLD
STAR**



Princeton Residential Food Scraps Drop-Off Pilot Program

✓ ACCEPTED - All Food Scraps
Cooked, Raw, Spoiled, and Leftover Food is Accepted

 all fruits & vegetables	 meat, poultry, fish, seafood, bones	 nuts, seeds, chips, snacks, beans
 dairy, eggs/shells	 tea bags, coffee grounds/filters	 breads, pasta, rice, grains, cereals

✗ NOT ACCEPTED
Absolutely No Bags of Any Kind (even if it says compostable)

 hazardous waste	 recyclable materials	 yard waste/ cut flowers
 diapers/ pet waste	 landfill trash/wrappers	 pizza boxes/ napkins/paper products





What?	Who?	SJ Points & Action
Princeton's 3-megawatt solar array	Princeton Council and the Stony Brook Regional Sewerage Authority	20 points; Municipal Onsite Solar System
Tracking municipal energy	Sustainable Princeton	20 points; Energy Tracking & Management
Princeton's first Sustainable Home Expo	Sustainable Princeton, Princeton's Electrical Subcode Official, Historic Preservation Commission, and Princeton Environmental Commission	10 points; Innovative Projects

Start saving NOW with a FREE assessment!

Your **FREE** home energy assessment may include:

- Smart thermostat
- LED light bulbs
- Faucet aerators
- Efficient-flow showerheads
- Showerhead adapters
- Advanced power strips
- Water heater pipe insulation

These upgrades can help lower your energy bills and improve home comfort!

GET STARTED WITH A FREE
ASSESSMENT!

What?	Who?	SJ Points & Action
NEW: Energy efficiency campaign to residents	Princeton Council, Engineering Department, and Sustainable Princeton	20 points; Residential Energy Efficiency Outreach
NEW: Energy efficiency campaign to businesses	Princeton Council, Engineering Department, and Sustainable Princeton	10 points; Commercial Energy Efficiency Outreach
NEW: Pursuit of community solar for low-to-moderate income residents	Princeton Council, Engineering Department, and Sustainable Princeton	15 points; Municipally Supported Community Solar

Transportation

100 points



What?	Who?	SJ Points & Action
Princeton's four public EV charging stations at 400 Witherspoon Street	Princeton Council and Engineering Department	15 points; Public Electric Vehicle Charging Infrastructure
Princeton's three electric parking scooters	Princeton Council, Fleet Manager, and Police Department	10 points; Innovative Projects
SP's E-Commuter Fest at Princeton Shopping Center	Sustainable Princeton	10 points; Electric Vehicle Community Outreach
Maintaining a Fleet Inventory and working to right-size the fleet	Princeton Fleet Manager	10 points; Fleet Inventory

Transportation

100 points



What?	Who?	SJ Points & Action
Implementing elements of the Safe Routes to School program	Princeton Engineering Department and Pedestrian & Bicycle Advisory Committee	10 points; Safe Routes to School
Maintaining inventories of sidewalks, pathways, and bike routes in and around Princeton	Princeton Engineering Department and Pedestrian & Bicycle Advisory Committee	10 points; Bicycle & Pedestrian Audits
NEW: Witherspoon Street Improvements Project	Princeton Engineering Department and Pedestrian & Bicycle Advisory Committee	25 points; Bicycle and/or Pedestrian Improvement Projects
Developing the Bicycle Master Plan and Vision Zero Policy	Princeton Council, Planning Board, and Pedestrian & Bicycle Advisory Committee	10 points; Bicycle and/or Pedestrian Plan

Green Building and Environmental Sustainability Element

CONTENTS

Introduction	2
Vision	3
Summary of Goals	3
Core Topics	4
Climate Change	4
Green Building	5
Energy	7
Land Use & Mobility	9
Water	10
Open Space & Landscapes	12
Related Documents and Glossary	15

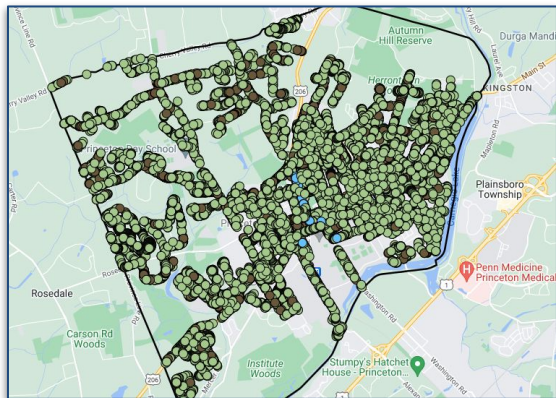
Note: The Planning Board views the adoption of this new Element of the Princeton Community Master Plan as a precursor to creating a fully updated, contemporary, user-friendly Master Plan that reflects, in every element, Princeton's strong commitment to sustainability and climate resilience. This element shall be used as a guide when updating the balance of the Master Plan, to ensure inclusion of these priorities throughout.

With a keen awareness of the extraordinary demands on municipal staff and Council, the Board urges our colleagues to undertake as quickly as possible the important work of updating municipal ordinances and practices, especially those that govern zoning and stormwater management, to reflect the goals, objectives and recommended actions herein.

What?	Who?	SJ Points & Action
Princeton's Clustering Ordinance that incentivizes land conservation	Princeton Council and Planning Department	10 points; Clustering Ordinance
Reviewing Green Development Checklists submitted with major development applications	Princeton Environmental Commission, Engineering Department, and Planning Department	10 points; Create a Green Development Checklist
Developing the Green Building and Environmental Sustainability Element of the Master Plan	Princeton Council, Princeton Environmental Commission, and Planning Board	10 points; Green Building & Environmental Sustainability Element

Natural Resources

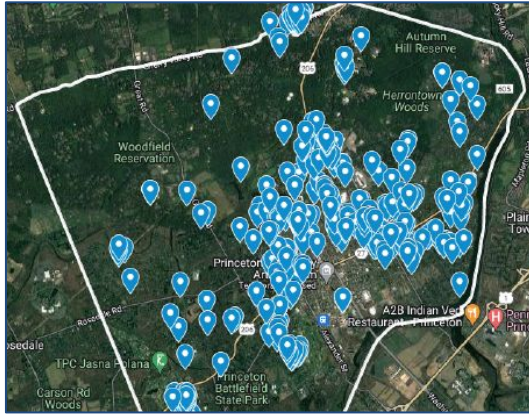
110 points



What?	Who?	SJ Points & Action
Princeton's tree protection ordinance that provides legal protection for critical natural resources	Princeton Council, Arborist, and Shade Tree Commission	10 points; Tree Protection Ordinance
Partnerships with Friends of Princeton Open Space, Friends of Herrontown Woods, and Friends of Rogers Refuge	Princeton Council and Open Space Manager	10 points; Innovative Project
Princeton's tree inventory of over 19,000 street trees	Princeton Council, Arborist, and Shade Tree Commission	10 points; Tree Hazard Inventory
NEW: Princeton's Environmental Resource Inventory	Open Space Manager	20 points; Natural Resource Inventory

Natural Resources

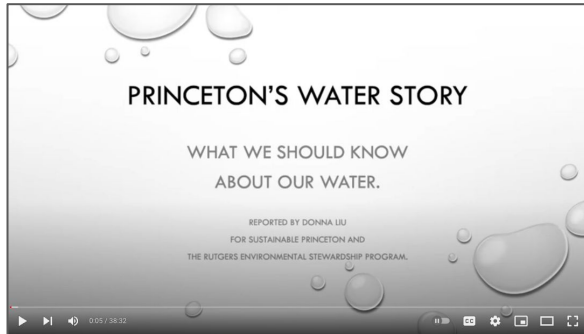
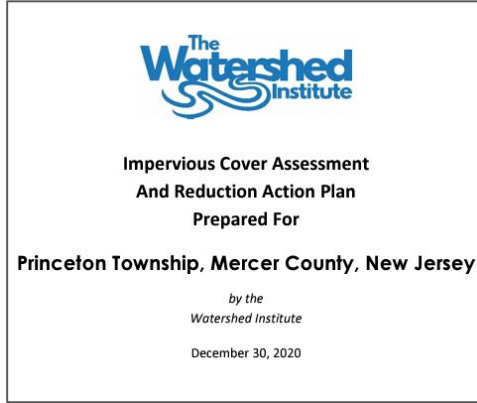
110 points



What?	Who?	SJ Points & Action
Implementing Princeton's tree planting and maintenance program	Princeton Arborist	20 points; Tree Maintenance Programs ; Tree Planting Programs
Princeton's Community Forestry Management Plan & Accreditation	Princeton Arborist and Shade Tree Commission	20 points; Community Forestry Management Plan & NJUCF Accreditation
Open Space plans within the Princeton Master Plan	Open Space Manager and Planning Board	10 points; Open Space Plans
Princeton's Wildlife Interaction Plan	Princeton Animal Control Officer	10 points; Wildlife Interaction Plan



What?	Who?	SJ Points & Action
Princeton's bi-annual SHREDfest	Department of Public Works and Sustainable Princeton	5 points; Community Paper Shredding Day
Princeton's new waste carts	Princeton Council and Infrastructure and Operations Department	10 points; Pay-As-You-Throw program
Project Medicine collection boxes	Princeton Police Department	10 points; Prescription Drug Safety & Disposal
NEW: Princeton's Food Scraps program	Engineering & Public Works Departments	10 points; Food Waste



What?	Who?	SJ Points & Action
Enacting a stormwater management ordinance that goes beyond the NJDEP Inland Flood Protection rule	Princeton Council, Engineering Department, and Flood & Stormwater Committee	35 points; Enhanced Stormwater Management Control Ordinance
Reviewing Princeton's Impervious Cover Assessment Report	Engineering Department and Flood & Stormwater Committee	5 points; Green Infrastructure Planning
Completing, sharing, and synthesizing Princeton's Water Story	Engineering Department, Flood & Stormwater Committee, Princeton Environmental Commission, and Sustainable Princeton	20 points; Municipal Water Story

MAYORS WELLNESS CAMPAIGN.

Municipality of Princeton
Mayors Wellness Campaign

2022

Application for a New Jersey Healthy Town Designation

Apply to be a 2022 New Jersey Healthy Town! A Healthy Town designation is a great honor for towns, achieved through a competitive process. This annual designation is not given to a set number of MWC towns but, rather, to all MWC towns who apply and meet the high standards defined in the Healthy Town Rubric. The Healthy Town Application and Rubric can be found at: www.njhcqi.org/mayors-wellness-campaign.

MWC Towns that apply for a Healthy Town designation can be recognized in one of the following categories:

- Healthy Town
- Healthy Town to Watch
- Healthy Town Up-and-Coming

The purpose of this award is to recognize communities in which mayors are engaging with all members of the community in order to make their communities healthier places to live, work, and play. Awarded towns receive indoor/outdoor signage for their town hall, are promoted in the media through press releases and a wide-spread social media campaign, featured in an article for the New Jersey State League of Municipalities magazine and on the Quality Institute's website (www.njhcqi.org), and highlighted in our newsletter to over 1,000 government, industry, and community leaders across New Jersey. We will also provide you with a media template containing press release language and social media posts to help you highlight your designation on your town's platforms.

We encourage all MWC towns to review the Healthy Town Application and Rubric to better understand how a successful MWC program is defined. The Quality Institute is devoted to continually improving the MWC and providing participating mayors with the best resources available. Your responses to questions in this application help us to gauge the effectiveness of the MWC program and opportunities for growth and reform.

Timeline:

- **December 8, 2022, at 10 am** - Healthy Town Webinar: A walkthrough of the Healthy Town Application and strategies to improve your MWC and Healthy Town application. Register here: <https://globalinfo2022/HealthyTown2022>.
- **January 20, 2023, at 5 pm** - Healthy Town application due.
- **March 2023** - Awarded towns will be announced.



What?	Who?	SJ Points & Action
The Mayor's Wellness Campaign and other efforts to build healthier communities	Princeton Mayor and Health Department	25 points; Building Healthier Communities
Princeton's no-smoking policies and ordinances	Princeton Council, Board of Health, and Health Department	10 points; Tobacco Free Community
Educating the public about lead poisoning	Princeton Health Department	15 points; Lead Education & Outreach Programs
Implementing best practices for local BOH, Health in All Policies, and a Local Health Assessment and Action Plan	Princeton Council, Board of Health, and Health Department	75 points; Best Practices for Local Boards of Health ; Integrating Health Into Municipal Decision Making ; Local Health Assessment & Action Plan



Princeton Community Food Access Calendar
Calendario de Comida de la Comunidad de Princeton

Sunday / Domingo	Monday / Lunes	Tuesday / Martes	Wednesday / Miércoles	Thursday / Jueves	Friday / Viernes
2024 Summer Food Project Deliveries Once a month (usually 2nd Sunday) 10 am - 12:00 pm	Mercer County Nutrition Project for the Elderly 8:30 am - 1 pm	Mercer County Nutrition Project for the Elderly 8:30 am - 1 pm	Mercer County Nutrition Project for the Elderly 8:30 am - 1 pm	Mercer County Nutrition Project for the Elderly 8:30 am - 1 pm	Mercer County Nutrition Project for the Elderly 8:30 am - 1 pm
	Jewish Family & Children's Services Healthy Food Pantry 9 am - 5 pm	Jewish Family & Children's Services Healthy Food Pantry 9 am - 5 pm	Jewish Family & Children's Services Healthy Food Pantry 9 am - 5 pm	Jewish Family & Children's Services Healthy Food Pantry 9 am - 5 pm	Jewish Family & Children's Services Healthy Food Pantry 9 am - 5 pm
		Princeton Kinship Food Project W&A: 9:00 am - 4:00 pm Reading Circle (regg): 9:00 am - 4:00 pm	Send Hunger Packing Princeton 2 pm - 3 pm	Princeton Farmers Market (May 20th - Nov. 12th) 10 am - 2 pm	
			Princeton Mobile Food Pantry 9 am - 11:00 am		
	Meals on Wheels of Mercer County 10:00 am - 1 pm	Meals on Wheels of Mercer County 10:00 am - 1 pm	Meals on Wheels of Mercer County 10:00 am - 1 pm	Meals on Wheels of Mercer County 10:00 am - 1 pm	Meals on Wheels of Mercer County (weekend) 10:00 am - 1 pm
	Arm in Arm Princeton 11 am - 4 pm	Arm in Arm Princeton 11 am - 4 pm	Arm in Arm Princeton 11 am - 4 pm	Arm in Arm Princeton 11 am - 4 pm	Arm in Arm Princeton 11 am - 4 pm
	Jewish Family & Children's Services Mobile Food Pantry (4th Tuesday must register) Square Circle 1 pm - 3:45 pm Reading Circle 3:45 pm - 5:30 pm	Jewish Family & Children's Services Mobile Food Pantry (4th Tuesday must register) Square Circle 1 pm - 3:45 pm Reading Circle 3:45 pm - 5:30 pm	Mr. Rogers' Neighbors Kinship Project 12 pm - 1 pm (or can request delivery)	Jewish Family & Children's Services Mobile Food Pantry (1st Thursday must register) Griggs Farm 10:00 am - 4 pm Princeton Community Village 4:00 pm	Jewish Family & Children's Services Mobile Food Pantry (1st Thursday must register) Griggs Farm 10:00 am - 4 pm Princeton Community Village 4:00 pm
Share My Meals (prepared meals/delivery * based on location) 4 pm - 5 pm	Share My Meals (prepared meals/delivery * based on location) 4 pm - 5 pm	Share My Meals (prepared meals/delivery * based on location) 4 pm - 5 pm	Share My Meals (prepared meals/delivery * based on location) 4 pm - 5 pm	Share My Meals (prepared meals/delivery * based on location) 4 pm - 5 pm	Share My Meals (prepared meals/delivery * based on location) 4 pm - 5 pm
		Princeton Alliance Church Food Pantry 2:30 pm - 4 pm	Princeton Alliance Church Food Pantry 2:30 pm - 4 pm	Princeton Alliance Church Food Pantry 2:30 pm - 4 pm	Princeton Alliance Church Food Pantry 2:30 pm - 4 pm
		Princeton Community Kitchen at P&H 5 pm - 6:30 pm	Princeton Community Kitchen at P&H 5 pm - 6:30 pm	Princeton Community Kitchen at P&H 5 pm - 6:30 pm	Princeton Community Kitchen at P&H 5 pm - 6:30 pm

Updated 6/2023

What?	Who?	SJ Points & Action
Hosting Princeton's Farmers Market and accepting supplemental nutrition assistance programs	Princeton Farmers Market	15 points; Farmers Markets; Making Farmers Markets Accessible
Managing a food assistance program for the Summer Youth Employment Program and centralizing information about local food pantries	Human Services Department and Food Insecurity Task Force	10 points; Community Food Pantry/Bank & Soup Kitchen
Managing Princeton's community gardens at John Street and at Barbara Smoyer Park	Recreation Department	15 points; Community Gardens

Resiliency

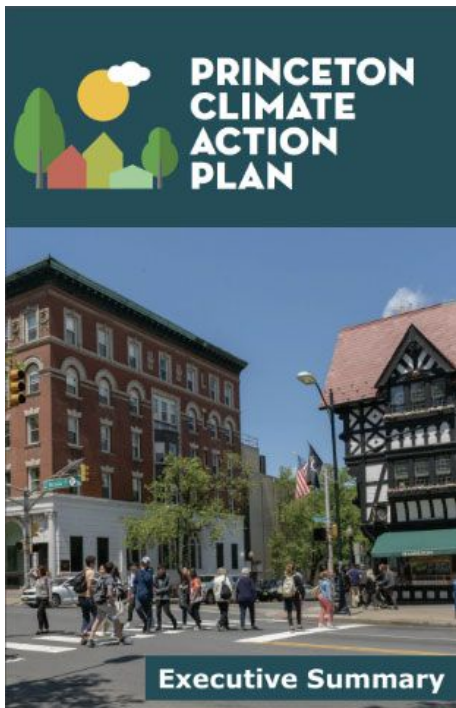
275 points



ALLOWABLE DAYS AND HOURS OF USE OF LANDSCAPING EQUIPMENT

Tool	Spring			Summer			Fall			Winter			
	Mar 15 - May 15			May 16 - Sept 30			Oct 1 - Dec 15			Dec 16 - Mar 14			Normal Holidays
LEAF BLOWER	Mon-Fri 8am-8pm	Sat 8am-5pm	Sun 1pm-6pm	Mon-Fri 8am-8pm	Sat 8am-5pm	Sun 1pm-6pm	Mon-Fri 8am-8pm	Sat 8am-5pm	Sun 1pm-6pm	Mon-Fri 8am-8pm	Sat 8am-5pm	Sun 1pm-6pm	1pm-6pm
Gas Powered	YES	YES	NO	NO			YES	YES	NO	NO			NO
Battery Powered, Corded Electric	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

What?	Who?	SJ Points & Action
NEW: Extreme Temperature Event Plan	Emergency and Health Departments	10 points; Farmers Markets ; Making Farmers Markets Accessible
NEW: Emergency Communications Planning	Emergency, Health, and Communications Departments	15 points; Community Food Pantry/Bank & Soup Kitchen
NEW: Town-Wide Gas Leaf Blower Restrictions	Princeton Council and Sustainable Princeton	20 points; Community Gardens
NEW: Witherspoon St Rain Garden and other installations in Princeton	Engineering and Public Works Departments	10 points; Green Infrastructure Development



What?	Who?	SJ Points & Action
Numerous meetings that address sustainability	Infrastructure & Operations Department, Princeton Council, Princeton Environmental Commission, Flood & Stormwater Commission, Pedestrian and Bike Advisory Committee, Shade Tree Commission, Public Transit Advisory Committee, and Sustainable Princeton	10 points; Create Green Team
PEC and it's review of Site Plans	Princeton Council, Planning Board, and Princeton Environmental Commission	20 points; Environmental Commission ; Environmental Commission Site Plan Review
Princeton's Carbon Footprint	Sustainable Princeton	10 points; Municipal Carbon Footprint



What?	Who?	SJ Points & Action
SP's Party Like it's Your Earth Day event	Sustainable Princeton and all who participated	15 points; Green Fair
Princeton's TREEmendous facts series, Mayor's podcast, Green House Film and Tour, SP's website, & more	Communications Department, Arborist, Mayor, Shade Tree Commission, Environmental Commission, & Sustainable Princeton	20 points; Community Education & Outreach
Enhancing public engagement and communications and developing a communications strategy	Princeton Communications Department and Communications Committee	40 points; Municipal Communications Strategy ; Improve Public Engagement in Municipal Government ; Online Municipal Public Service Systems
NEW: Maintaining digital content on Princeton's webpage	Princeton Communications Department and Communications Committee	10 points: Digitizing Public Information

Local Economy

40 points



What?	Who?	SJ Points & Action
Hosting monthly meetups and other efforts to support local businesses	Experience Princeton	10 points; Support Local Businesses
Finding new businesses to join the NJ Sustainable Business Registry	Experience Princeton	20 points; Green Business Recognition Program
Launching Princeton's Restaurant Week	Experience Princeton	10 points; Buy Local Campaign

SJ Certification: 2026.

17 actions worth 205 points will need to be renewed

Category	Action	Actual Points	Expires	Notes
Energy	Municipal Onsite Solar System	20	12/31/25	
Energy	Innovative Community Project 1	10	12/31/25	Sustainable Home Expo
Leadership	Environmental Commission (<i>Pre-Requisite</i>)	10	12/31/25	
Leadership	Environmental Commission Site Plan Review	10	12/31/25	
Leadership	Municipal Carbon Footprint PRIORITY (<i>Pre-Requisite</i>)	10	12/31/25	
Local Economy	Green Business Recognition Program (PRIORITY)	20	12/31/25	
Local Economy	Buy Local Campaign	10	12/31/25	
Local Economy	Support Local Businesses	10	12/31/25	
Natural Resources	Tree Maintenance Programs	10	12/31/25	
Natural Resources	Tree Planting Programs	10	12/31/25	
Outreach & Comms	Municipal Communications Strategy	10	12/31/25	
Outreach & Comms	Community Education & Outreach	20	12/31/25	
Resiliency	Green Infrastructure Planning	5	12/31/25	
Resiliency	Tobacco Free Community	10	12/31/25	
Resiliency	Municipal Water Story (PRIORITY)	20	12/31/25	
Transportation	Fleet Inventory (PRIORITY) (<i>Pre-Requisite</i>)	10	12/31/25	
Transportation	Innovative Community Project 3	10	12/31/25	Parking Scooters

Anticipated for 2026

up to 45 points



What?	Who?	SJ Points & Action
New Policy re: Complete and Green Streets	Engineering & Public Works Departments	10 points; Complete and Green Streets for All Policy
Two Electric Passenger Shuttles	Princeton Council, Fleet Manager, and Engineering Department	5-15 points; Purchase Alternative Fuel Vehicles

Anything else? [Download the SJ Brochure](#) to see all actions.

Anticipated for 2026

up to 45 points



What?	Who?	SJ Points & Action
Register Ready, Princeton Prepares, etc	Emergency Management Department	10 points; Vulnerable Populations Identification for Emergencies
Vulnerability Assessment in the Master Plan	Planning Department	10 points; Comprehensive Climate Change-Related Hazard Vulnerability Assessment

Anything else? [Download the SJ Brochure](#) to see all actions.

Thank You!



January 6, 2026

Deanna Stockton
Deputy Administrator/Municipal Engineer
Municipality of Princeton
400 Witherspoon St.
Princeton, NJ 08540

Re: Sustainable Princeton 2026 Contract and Scope of Services

Dear Deanna,

Thank you for your continued partnership in advancing our community's sustainability goals.

Please find enclosed the Scope of Work for the 2026 Professional Services Agreement between Sustainable Princeton Inc. and Princeton.

For our 2026 services, we request a contract of \$150,000 to reflect the increased support to augment capacity needs due to municipal staffing constraints.

Please let me know if you have any questions. We look forward to another successful year of collaboration.

Sincerely,



Christine Symington,
Executive Director
Sustainable Princeton

Board of Trustees

Betsy Marshall, PhD
President

Kara Succoso Mangone
Treasurer

Adrienne Kreipke
Secretary

JP Breaux

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Eve Coulson

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Luc Stefani

Mia Sacks
Council Liaison

Sarah Boll
University Liaison

Chris Santarpio
Public School Liaison

One Monument Drive
Princeton, NJ 08540

609.454.4757
sustainableprinceton.org

Enclosure: Sustainable Princeton 2026 Scope of Service

EXTRAORDINARY UNSPECIFIABLE SERVICES

SUSTAINABLE PRINCETON 2026 SCOPE OF SERVICE

Sustainable Princeton will provide staff resources and technical services to support the Municipality's sustainability goals and to provide additional capacity during a period of increased workload and limited staffing availability. The cost for the following 2026 scope of services is \$150,000. To fulfill these duties, Sustainable Princeton will report to the Municipal Administrator or municipal staff member(s) designated by the Administrator. Contract deliverables will include:

Overall Fulfillment of Sustainability Priorities: Support the Municipal Council and staff in effective, informed decision-making to fulfill their sustainability-related priorities.

- Oversee ongoing implementation and fulfillment of the Princeton Climate Action Plan (CAP).
- Support measurable performance objectives, cost assessments, and tracking methods for sustainability goals, as defined by the Council and Administration.
- Support and augment municipal staff in fulfilling sustainability priorities that align with Council and Administration goals.
- Attend Infrastructure and Operations Committee meetings upon invitation to support sustainability-related initiatives.
- Maintain partnerships with community organizations, businesses, educational institutions, and other stakeholders to support the municipality's sustainability initiatives.
- Prepare grant applications to fund identified sustainability priorities from local, state, national, and global funding sources.
- Help to infuse a sustainability lens through all municipal initiatives and projects, and create a culture of sustainability through all municipal functions, policies, etc.
- Attend meetings and liaise with various Boards, Committees, and Commissions as needed.
- Work with Municipal Departments, Boards, Committees, and Commissions to manage Princeton's Sustainable Jersey certification, including a Water Gold application.
- Leverage community networks to support the municipality's communications about sustainability-related issues.
- Represent the municipality as a sustainability leader by sharing the lessons learned and observing the best practices from other communities.
- Participate in regional and national sustainability networks, such as Sustainable Jersey's Mercer County Coalition, NJDEP's Waste Wise Network, the Urban Sustainability Directors Network, the Climate Mayors Network, and the Carbon Disclosure Project.
- Ensure Princeton applies for all appropriate certifications (e.g., Sustainable Jersey, Urban Sustainability Directors Network, ICLEI) and pursues associated funding opportunities.
- Prepare audiovisual and print content to support the municipality's sustainability goals.
- Provide the municipality with enhanced communications support for cross-departmental sustainability-related efforts, such as pedestrian, bicycle, and stormwater infrastructure improvements, and open space stewardship.

Specific projects to include:

ENERGY

- **Community Solar:** Continue to provide technical assistance, project management, and communications support to staff, elected officials, consultants, BPU staff, volunteers, and affordable housing partners for the Princeton Municipal Community Solar Program to support our community's low-to-moderate-income residents.
- **Energy Efficiency Outreach:** Continue to support Princeton's SJ-PSEG Partnership Grants for Residential and Commercial Energy Efficiency Outreach by leading campaigns for residents and commercial entities and tracking participation in energy efficiency programs.
- **Energy Efficiency Upgrades:** Provide technical assistance and prepare necessary documents to evaluate and implement energy efficiency upgrades for municipal buildings, including advising on incentives available from federal, utility (e.g., PSE&G), and state sources (e.g., NJCEP, NJDEP, and NJBPU).
- **Renewable Government Energy Aggregation:** Continue to monitor the energy market for program availability, allowing the Council to consider this option when the time is right.
- **Greenhouse Tours:** Work with volunteers to organize and promote the annual Greenhouse Tour and video screening.

LAND USE & TRANSPORTATION

- **EV Charging:** Evaluate funding sources to identify opportunities to accelerate the adoption of electric vehicles.
- **Accessory Dwelling Units (ADU):** Assist the municipality in the creation of an ADU resource guide
- **Electric Shuttles:** Continue to assist the Municipality with vendor and grant management.
- **Low-Emission Fleets:** Continue to assist staff in staying current with electrification opportunities and the ever-evolving incentives and emissions regulations established by the state and federal governments. Help determine future public and municipal fleet charging needs and locations. Prepare and submit grants for EVs and related equipment.
- **Green and Complete Streets Policy:** Lead a coalition of representatives from municipal staff and Princeton's Boards, Committees, and Commissions to craft a Policy for Council action.

NATURAL RESOURCES

- **Green Infrastructure Maintenance:** Expand naturalization efforts at the Princeton Monument and Guyot Trail to other municipal property. Leverage SP's volunteer network and organize volunteer workdays to maintain naturalized areas.
- **Tree Education:** Enhance education on trees and their stewardship with targeted outreach, particularly in overburdened neighborhoods. Develop and manage an Adopt a Tree and/or Tree Tender program. Track tree giveaways and develop a map of plantings. Work with the Infrastructure & Operations Department to purchase trees and other plants for giveaways.
- **Landscaping Outreach:** Continue to provide technical assistance and communications to the municipality, the public, and landscaping businesses on the

adoption of more sustainable, cost-effective landscaping practices. Coordinate with residents, the Open Space Manager, and the Arborist on various projects including landscaper trainings.

RESILIENCY - In response to increasing regulatory requirements, municipal stormwater management priorities, and the growing scope of public education and outreach needs, Sustainable Princeton will provide coordinated support to supplement municipal capacity and strengthen stormwater-related education, engagement, and information-sharing efforts.

- **Water Story:** Update Princeton's Water Story to support clear, accessible community education about Princeton's water resources and stormwater management challenges. This effort supplements municipal staff capacity and contributes to documentation and actions to support the Municipality's pursuit of Sustainable Jersey Water Gold certification.
- **Stormwater Utility:** Assist in crafting and executing an Outreach Plan to inform and educate the community about stormwater and the utility's role. Connect with groups, including SP's STAR Neighborhoods, to increase the community's understanding of a stormwater utility. Continue to participate in the Stormwater Utility stakeholder engagement process and focus groups.
- **Watershed Improvement Plan:** Assist in crafting and executing required Public Outreach to present potential improvement projects that may be included in the Plan to address water quality and quantity concerns.
- **Adopt a Storm Drain program:** Craft audiovisual and print content to support Princeton's Adopt a Storm Drain program as needed.
- **Racial Equity Toolkit:** Share our experience using the Toolkit with Municipal departments.

MATERIALS MANAGEMENT

- **Food Scraps:** Continue providing education and outreach to support Princeton's residential food scraps drop-off program. Manage federal grant for the materials and staff.
- **Waste Reduction:** Continue to provide metrics to measure and improve the performance of waste reduction and management practices.
- **Solid Waste:** Advise the municipality on waste trends and any significant findings.
- **SHREDfest:** Continue to work with the municipality to offer collections of non-mandated and hard-to-recycle items at SHREDfest, e.g., batteries, cell phones, and reusable bags.

COMMUNICATIONS SUPPORT

- **Enhanced Communications Support:** Collaborate with municipal communications staff to publicize cross-departmental sustainability efforts, including pedestrian and bicycle infrastructure, stormwater management, and open space stewardship, to build public awareness, encourage behavior change, and maximize the community impact of these investments.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-034

Agenda Date: 1/12/2026

Agenda #: 1.

Resolution of the Mayor and Council of Princeton Approving the Placement Pole Banners on Nassau Street by the Princeton University Advancement Office, May 16, 2026 to May 30, 2026

WHEREAS, the Princeton University Advancement Office is planning on promoting the Alumni Association's 200th Anniversary; and

WHEREAS, the Princeton Ballet School has requested permission to install eight pole banners on Nassau Street with the approval of the Office of Community and State Affairs at Princeton University beginning **Saturday**, May 16, 2026 through **Saturday**, May 30, 2026; and

WHEREAS, the pole banners will be promptly removed after use as required by Princeton ordinances; and

WHEREAS, in accordance with Princeton Ordinance 14-32 any banner that is removed by Princeton will be held by Princeton for thirty (30) days and then disposed of; and

WHEREAS, in accordance with Princeton Ordinance 14-32 any applicant failing to remove a banner will not be permitted to display any banner for the succeeding two years; and

NOW THEREFORE BE IT RESOLVED that the Mayor and Council hereby approve placement of said pole banners on Nassau Street in accordance with Princeton Ordinances 14-28 to 14-32.



Staff Report

File #: R-26-035

Agenda Date: 1/12/2026

Agenda #: 2.

Resolution of the Mayor and Council of Princeton in Support of Princeton's Climate Action Plan

WHEREAS, consensus exists among the world's leading climate scientists that global warming caused by emissions of greenhouse gases (GHG) from human activities is among the most significant problems facing the world today; and

WHEREAS, documented impacts of global warming include, but are not limited to, increased occurrences of extreme weather events (e.g., droughts and floods), adverse impacts on human health, ecosystems, demographic patterns, and economic value chains; and

WHEREAS, the Princeton community is already experiencing the impact of climate change through increased precipitation, more frequent flooding, and rising temperatures; and

WHEREAS, local governments can lead by example by adopting practices and incorporating strategies to reduce GHG emissions from all municipal operations; and

WHEREAS, on July 22, 2019, the Princeton Council passed Resolution 19-227 in support of Princeton's Climate Action Plan (CAP); and

WHEREAS, the State of New Jersey has mandated statewide reduction of GHG emissions to 80% below 2006 levels by 2050, with an interim goal of 50% by 2030; and

WHEREAS, the Princeton Council has committed to strategies within Princeton's CAP as part of its Goals and Priorities, including taking steps to:

- reduce emissions in the built environment (e.g., CAP action 1.1),
- increase the supply of low-carbon, affordable, reliable energy (e.g., CAP actions 2.1 and 2.2),
- promote mixed-use development and pedestrian- and transit-oriented, location-efficient neighborhoods (e.g., CAP action 3.1 and 3.4),
- reduce community-wide vehicle miles traveled by switching to public transit, bicycling, and walking (e.g., CAP actions 4.5),
- expand access to zero-emission vehicles (e.g., CAP actions 5.2, 5.3, and 5.4),
- protect and enhance local natural resources that provide carbon capture, reduce flooding and heat island impacts (e.g., CAP actions 6.1, 6.2, 6.3, 6.4, 6.5, and 6.6),
- protect the tree canopy (e.g., CAP actions 7.1 and 7.3),
- reduce the life-cycle emissions from the disposal of waste generated by the Princeton community (e.g., CAP actions 10.1 and 10.2),
- protect lives, property, and critical facilities from the impacts of stormwater flooding (e.g., CAP actions 11.1, 11.2, 11.3, 11.4, 11.6, 11.7, 11.12); and

WHEREAS, Princeton's Climate Action Plan was developed over a 16-month period with the participation of over 50 subject matter experts, community stakeholders, municipal staff, and volunteer leadership from municipal Boards, Committees, and Commissions; and

WHEREAS, extensive GHG reduction analysis and modeling, stakeholder input, and community engagement were incorporated in the plan to ensure feasibility and buy-in;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Municipality of Princeton in Mercer County, New Jersey, indicate its continued commitment to reducing greenhouse gas emissions and prioritizing climate change resiliency interventions through ongoing implementation of Princeton's Climate Action Plan.



Municipality of Princeton, NJ

400 Witherspoon St
Princeton, NJ 08540

Staff Report

File #: R-26-036

Agenda Date: 1/12/2026

Agenda #: 3.

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>Zoning Board of Adjustment</u>		
Steven Cohen	4 year	1/1/2030