



**AGENDA  
NEWTON TOWN COUNCIL  
REGULAR HYBRID MEETING  
DECEMBER 11, 2023  
7:00pm**

Please click this URL to join:

<https://us02web.zoom.us/j/83897818208?pwd=b1I2VDYvL0VleVRlemRVVnRrT3ZBZz09>

Webinar ID: 838 9781 8208 Passcode: 594036

Or join by phone: Dial: US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

**III. OPEN PUBLIC MEETINGS ACT STATEMENT**

**IV. PRESENTATIONS**

- a. Harold E. Pellow, Municipal Engineer

**V. APPROVAL OF MINUTES**

- a. November 13, 2023, Executive Session
- b. November 27, 2023, Regular Meeting
- c. November 27, 2023, Executive Session

**VI. OPEN TO THE PUBLIC (3 minutes each)**

At this point in the meeting, the Town Council welcomes comments from any member of the public on any topic. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to take one turn at the microphone and please limit their comments to 3 minutes. The Clerk will keep time. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes. Council may choose to comment after the entire public portion has concluded. **Please identify yourself and spell your last name for the record.**

**VII. COUNCIL & MANAGER REPORTS**

- a. Town Manager Russo
- b. Councilmember Dickson
- c. Councilmember Diglio
- d. Councilmember Le Frois
- e. Deputy Mayor Couce
- f. Mayor Teets

**VIII. UNFINISHED BUSINESS**

**IX. ORDINANCES**

## X. CONSENT AGENDA

All items listed with an asterisk (\*) are considered to be routine and non-controversial by the Town Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

- a. Resolution #274-2023\* Resolution Supporting the Implementation Plan of the Neighborhood Preservation Program for 2024
- b. Resolution #275-2023\* Insertion of Special Items of Revenue in the 2023 Town of Newton Budget Pursuant to N.J.S.A. 40A:4-87 (C. 159, PL 1948)
- c. Resolution #276-2023\* Authorize a Credit Due a Water and Sewer Utility Account
- d. Resolution #277-2023\* Authorizing Contracts with Certain Approved State Contract Vendors, Northeast Communications, State Contract 83898, and Zetron, State Contract 83924
- e. Resolution #278-2023\* Authorizing and Setting Special Meeting for January 8, 2024
- f. Resolution #279-2023\* Approve 2023 Appropriation Transfers
- g. Resolution #280-2023\* Approve 2023 Appropriation Transfers in Water Sewer
- h. Resolution #281-2023\* Authorize the Mayor to Conduct Ceremonial Proceedings from January 1, 2024 through the January 4, 2024 Reorganization Meeting
- i. Resolution #282-2023\* Authorize Refund Payment for Annual Standpipe/Sprinkler Fees Paid Pursuant to N.J.S.A. 26:2H-1 et seq. and N.J.S.A. 40:14B-21(d)
- j. Resolution #283-2023\* Authorizing Change Order No. 1 for a Time Extension for the Drainage Improvements Contract at Memory Park
- k. Resolution #284-2023\* Approve Bills and Vouchers
- l. Resolution #287-2023\* Authorizing Change Order No. 1 for ADA Ramps and Signage for the West Nelson Street and Division Street Project

## XI. RESOLUTIONS

- a. Resolution #285-2023 Refund of Redemption Monies to Outside Lien Holder for Block 22.09, Lot 7, also known as 27 Orchard Street

## XII. OPEN TO THE PUBLIC (3 minutes each)

## XIII. COUNCIL & MANAGER COMMENTS

#### **XIV. EXECUTIVE SESSION**

**a.** Resolution #286-2023

A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

- i. Personnel – Town Manager's Annual Review

#### **XV. ADJOURNMENT**



## TOWN OF NEWTON

### RESOLUTION #274-2023

December 11, 2023 **“Resolution Supporting the Implementation Plan of the Neighborhood Preservation Program for 2024”**

**WHEREAS**, the Town of Newton applied for and obtained a grant from the New Jersey Department of Community Affairs (NJDCA) Neighborhood Preservation Program (NPP) for \$125,000 with a \$25,000 match from the Town of Newton for a total budget of \$150,000; and

**WHEREAS**, the purpose of this grant is to bolster economic development by making physical improvements in the Newton Town Center District including creating public art, placemaking, gateway improvements, signage improvements and commercial façade improvements in the district, which is a neighborhood that qualifies for assistance; and

**WHEREAS**, the Town of Newton has created a Neighborhood Preservation Program Implementation Plan; and

**WHEREAS**, the Neighborhood Preservation Program Implementation Plan has been submitted to and approved by the Department of Community Affairs;

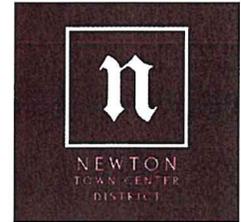
**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Town of Newton that the Town of Newton fully supports the Neighborhood Preservation Program Implementation Plan for 2024 as submitted to and approved by the Department of Community Affairs.

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk



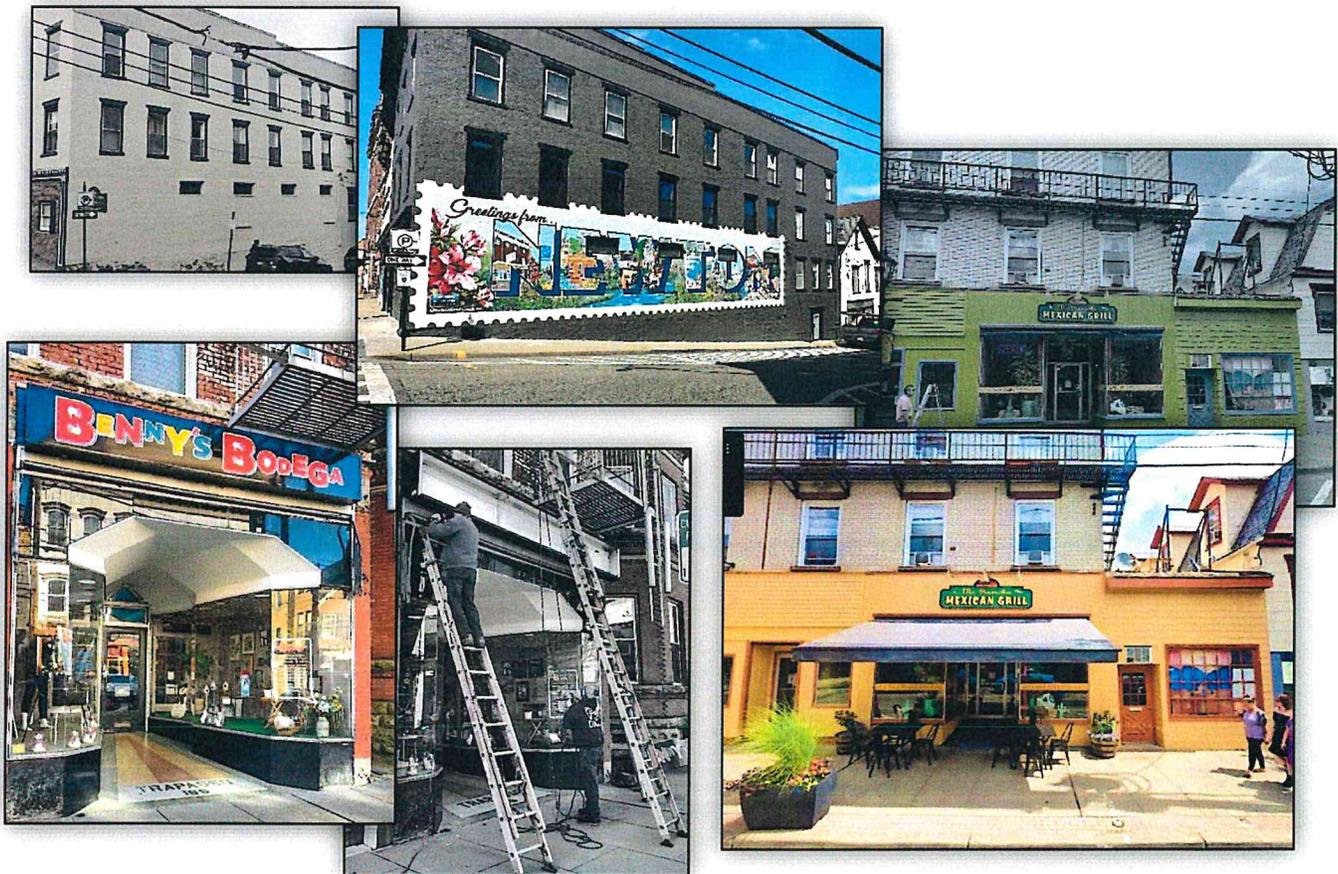
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# NEIGHBORHOOD PRESERVATION PROGRAM

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## Year 2 Summary and Year 3 Proposal

December 5, 2023



## SUMMARY: YEAR 2 ACCOMPLISHMENTS

The Town of Newton used its second year in the Neighborhood Preservation Program to accomplish numerous large projects. Various façades and signs have been improved and the planters purchased in year one of the program were filled with new plants from a local vendor. Additionally, the sound system from year one was installed on Spring Street and provides music during the day as well as festive background music during holiday events.

Notably, the Town of Newton implemented the largest of its NPP projects thus far — a 60-foot by 14-foot mural designed by the Olmsted Mural Group and painted by hundreds of volunteers in the community. The entire mural process was covered by various news entities, including the New Jersey Herald and the Township Journal. During the painting of the mural as well as the unveiling, community members continued to express their excitement over the mural as well as hopefulness over the recent efforts town officials have made towards improving the downtown, most of which has been funded by the DCA's NPP.

**You can help paint the mural going up in downtown Newton**

**Bruce A. Scruton**  
New Jersey Herald

Published 11:30 a.m. ET June 22, 2023

NEWTON – Although one time slot is filled with volunteers, there are still plenty of spaces available for the public to participate in creating the mural which will be placed on the wall of 15 Spring St. this fall.

Using funds from the Neighborhood Preservation Program, the town hired mural artist Caren Olmsted to create the 14-by-60 foot mural which will adorn the Moran Street side of the building.

Part of the project involves members of the public gathering in the basement of a Spring Street business where the pieces of the mural will be painted and assembled into panels which will be attached to the wall, creating the full rendering.



**Township Journal**

HOME NEWS PHOTOS MILESTONES CALENDAR ENTERTAINMENT OPINION CLASSIFIEDS FUN+GAMES EXPERTS FEATURES

CL ABOUTUS ADVERTISE CONTACTUS

Home News Local News

**Mural painting under way**  
NEWTON. Residents are asked to sign up for hour-long sessions through Thursday  
PHOTO COURTESY OF NEWTON. NJ. JUNE 22, 2023



Resident may help change the look of Newton by taking part in the painting of a mural that depicts the town's most popular and well-known locations. The project, which starts Saturday, July 20, will be broken into

Get all your favorite meals at Hayek's Market, your Local Butcher!

Sussex County. BUY NOW. SELL LATER!



**Finished town mural unveiled in Newton as officials tease what's next**

**Bruce A. Scruton**  
Newton New Jersey Herald

Published 8:00 a.m. ET Oct. 6, 2023 | Updated 8:00 a.m. ET Oct. 6, 2023

NEWTON – Under a bright October sun, the Moran Street mural was unveiled on Thursday with a formal dedication ceremony and ribbon-cutting.

The project, which involved a professional muralist working with groups of volunteers, is part of a Neighborhood Preservation Program grant which is sprucing up the town's Spring Street shopping area and has already funded large planters on the sidewalks and a series of speakers which can pipe in music - Sinatra played Thursday afternoon - as well as carry narration of the several parades the town or other organizations sponsor each year.

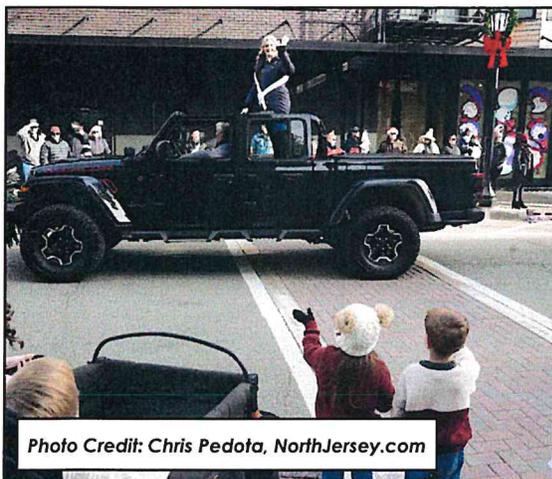
"There's still much more we are looking at," said Town Manager Thomas S. Russo, after the ribbon-cutting which attracted some of the more than 100 volunteers who helped paint the mural in sections under the direction of Caren Olmsted, of Olmsted Mural Group.

Town of Newton, Sussex County  
2024 Neighborhood Preservation Program

Among the façades and signage programs, Benny's Bodega, Mi Rancho, and the Sussex County Historical Society buildings saw improvements.



Finally, Newton once again painted storefront windows with festive pieces of art. Larissa Symbouras, the New Jersey-based artist who painted almost a dozen vacant storefront windows last year, returned to paint more artwork, which provided a festive backdrop to Newton's annual holiday parade in November (photos below).



## YEAR 3 IMPLEMENTATION PLAN

### 2024 Vision

The Town of Newton NPP Team seeks to continue the momentum gathered in its first two years into 2024. The mural project, in particular, elicited excitement and positive community feedback in the Town Center District regarding how far the area has come in recent years.

The 2024 vision for the Town Center District includes continuing projects that have been successful for the first two years of the grant including: replanting the planters; continuing façade and signage improvements; continuing alleyway and Spring Street amenities; adding unique amenities such as sculptures and public art; as well as practical improvements including wayfinding. Spring Street has seen the most improvements throughout Newton's implementation of the NPP, so the 2024 vision expands out to Water Street, Park Place, Main Street, and Trinity Street for potential improvements.

The Town is considering improving wayfinding between its municipal lots and Spring Street businesses. Municipal parking lots are available in the Town Center District; however, connecting municipal lots to businesses in the Town Center is not necessarily intuitive for first-time visitors to the area. The Town is proposing an interactive digital kiosk in municipal parking lots to allow for visitors to easily find businesses in the Town Center District.

All of the projects envisioned for 2024 further the core values of the Neighborhood Preservation Program: Place Value, Economic Value, Social Value, and Civic Value.

Town of Newton, Sussex County  
2024 Neighborhood Preservation Program

## Budget – 2024

Budget Category	Requested NPP Funds	Municipal Match	Other Sources	Total Amount
Program Consultant	\$20,000.00	\$0.00	\$0.00	\$20,000.00
NPP Program Coordinator & Municipal In-Kind Labor	\$0.00	\$25,000.00	\$0.00	\$25,000.00
<b>Sub-Total</b>	<b>\$20,000.00</b>	<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>
<b>Improvements</b>				
Town Center District Amenities	\$85,000.00	\$0.00	\$0.00	\$85,000.00
Façades and Signage	\$20,000.00	\$0.00	\$10,000.00	\$30,000.00
<b>Sub-Total</b>	<b>\$105,000.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$115,000.00</b>
<b>Total</b>	<b>\$125,000.00</b>	<b>\$25,000.00</b>	<b>\$10,000.00</b>	<b>\$160,000.00</b>

## 2024 Project Timeline

The following Newton Town Center District Year 3 Project Timeline incorporates modifications to the original 2022 Implementation Plan, based on the NPP Team’s experiences and stakeholder feedback.

### TOWN CENTER DISTRICT AMENITIES (\$85,000) | PLACE VALUE; CIVIC VALUE; SOCIAL VALUE; ECONOMIC VALUE

Newton’s NPP Team seeks to install various amenities within the Town Center District, including, but not limited to, the following:

1. Flowers/soil for existing planters;
2. Interactive digital kiosks for placement in parking areas;
3. Public artwork;
4. Statue(s) or sculptures of important figures to Newton’s history;
5. Improvements to alleyways such as lighting, seating, and/or signage;
6. Wayfinding signage in parking areas.

**January – February 2024:** NPP Team researches and identifies locations to target for placement of amenities; collaboration with property owners, artists, and the community as a whole to identify what the community would like to see and where.

**March – December 2024:** Implementation/installation of amenities.

Town of Newton, Sussex County  
2024 Neighborhood Preservation Program

The success of this budget item is to be measured by the number of new amenities available in the Town Center District.

FACADES AND SIGNAGE (\$20,000) | PLACE VALUE; SOCIAL VALUE; ECONOMIC VALUE

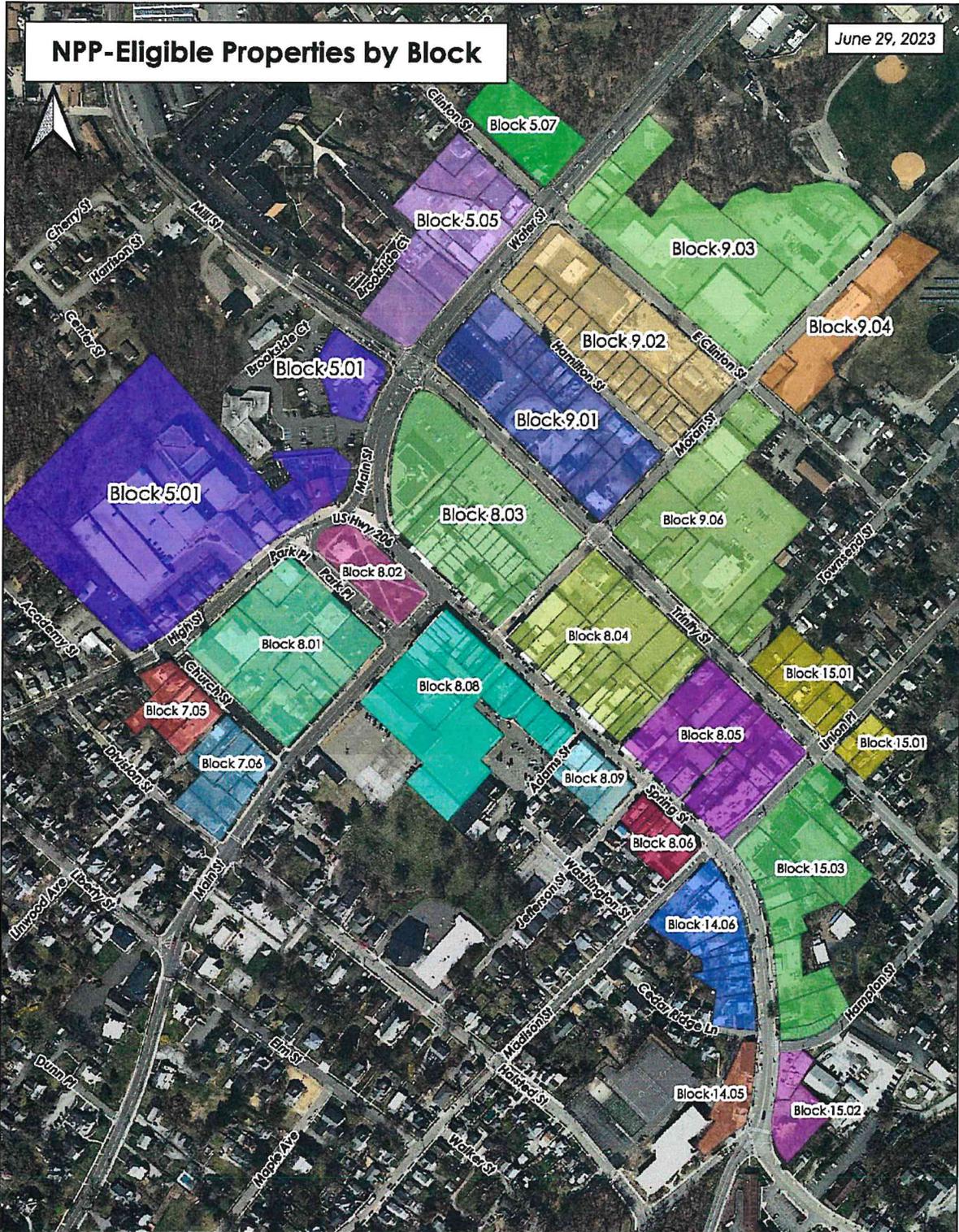
The façade and signage improvement program will continue to be available in Year 3 for Town Center District properties.

**January 2024:** Advertise façade and sign improvement applications to Town Center District properties.

**February – March 2024:** Accept applications; award funding.

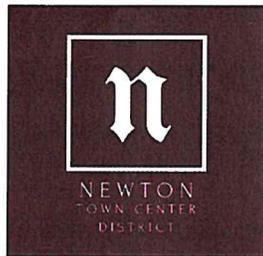
**April – December 2024:** Year 4 Project Completion.

2024 ELIGIBLE PROPERTIES



# 2024 Policies and Procedures Manual

## Town Center District



Prepared December 4, 2023

Town of Newton  
Sussex County, New Jersey



## COMMERCIAL FAÇADE REHABILITATION

### Step 1: The Application

Applications will be submitted to:

Town of Newton Community Development Office  
39 Trinity St.  
Newton, NJ 07860

The NPP Coordinator will determine if the owner and property meet the Basic Eligibility Requirements:

- The applicant must furnish proof of property ownership by providing a copy of their Deed or property tax record;
- The property is located within the district;
- The property owner is current on their real estate taxes for said property;
- The property owner is current on their mortgage;
- The property owner is current on their property insurance;
- The request for assistance is in alignment with the strategic objectives of the NPP Implementation Plan;
- If the applicant is a landlord, he/she must provide a copy of the lease with a current and viable business owner that is at least one year in length;

#### **AND the work on the property must be:**

- Visible from the street;
- Located in the NPP neighborhood district;
- Free of any major code violations; and
- Be in alignment with the strategic goals identified in Newton's Implementation Plan.

Grant applications for exterior repairs on side(s) or rear walls will only be considered if:

- The side or rear walls are publicly visible;
- The front façade of said property has been addressed (or will be addressed at the same time as the side and/or rear);
- All other eligible applications for street façades in the NPP District have been fulfilled;

- The local NPP Coordinator receives written approval by the NPP Team Member.

If the client is not eligible, the Community Development Office will send out a rejection letter by regular mail or email.

### **Step 2: The Work Write-up**

The list of applicants given preliminary approval will be compiled and the Community Development Director will arrange the inspection of each property by a Rehab Specialist. An inspection of the exterior of the property will be conducted and will note all deficiencies with respect to the local property maintenance codes well as energy saving deficiencies.

The Rehab Specialist's work write-up will be based on NPP Storefront and Façade Design Standards. The write-ups for all property inspected will comply with any other requirements authorized by the municipality i.e., Historical District, etc. The inspector will also identify the improvements that require a permit.

The Rehab Specialist will supply the Director of Community Development with the write up and cost estimates, who will review these specifications with the property owner. If the owner agrees with the scope of work, they will sign the appropriate form certifying approval of the specifications.

The Community Development Director will document existing conditions of the property by photographing the property before any improvements have been made.

### **Step 3: Contractor Bidding**

The Community Development Director will send a set of bid specifications, work write-up, and due date for sealed bids from all contractors. These firms must be the Director's approved list and have the capacity to bid on additional work. To appear on this list a contractor must supply references from three property owners they have worked for in the past year and evidence of comprehensive public liability insurance coverage protecting the owner for not less than \$1,000,000 in the event of bodily injury including death and \$1,000,000 in the event of property damage arising out of work performed by the contractor.

Sealed bids will be received by the Community Development Director and will be opened at a specific date and time. At the time and date prescribed on the "Bid Package", the Community Development Director will open and record the bids.

The homeowner and the Community Development Director will then select the lowest possible bid. If the homeowner chooses a contractor with a higher bid, they must pay the difference between the two bids.

The Community Development Director will send rejection notices to the unsuccessful contractor bidders.

No contractor will be eligible to participate in more than three successful contracts at any one time unless there are no other available bidders.

#### **Step 4: Contractor Selection - Grant Agreement**

The Town of Newton's Community Development Director will review the bids with the property owner to decide which activities are to be included in the rehabilitation contract and the total cost of that contract, including what portion is the homeowners' responsibility (if applicable). All bidders, successful and unsuccessful, will be notified, contracts signed, and a "Proceed Order" issued.

The Town of Newton's Office of Community Development will prepare an approved, legal, contractual agreement between the owner and the contractor.

The Community Development Director and the Rehabilitation Specialist will conduct a pre-construction conference with the property owner and the contractor. They will review the final work write-up and the contractual agreement between the two parties. The property owner and the contractor will each sign the original two copies of the Contract Agreement, and the Notice to Proceed Order. Each will receive copies of all documents.

The Community Development Director and the property owner will sign the mortgage and the mortgage note (if applicable). The (5) year lien commences when the rehabilitation work is completed. The amount of lien is entered when the job is completed.

One copy of the lien is sent to the property owner with a letter indicating the mortgage expiration date, file number, etc.

The applicant must be willing to display a sign, provided by Community Development Director, on the exterior of the project site indicating "Funding provided in part by the State of New Jersey, Department of Community Affairs, Neighborhood Preservation Program". This sign will include the name of the

current Governor and the Commissioner of DCA. The Community Development Director has the sign installed on the property.

Once the cost of the project is determined by the successful awarding of the contract to a contractor, the property owner signs the Grant agreement and returns it to the Community Development Director.

### **Step 5: Rehabilitation**

The contractor will be responsible for obtaining all necessary permits and approvals from the municipality before work commences.

The contractor will be required to start work within 15 days and complete the work within 60 days of the contract signing. Interim payments are allowable, but not necessarily advised with small jobs. In cases requiring matching funds from the homeowner/grant recipient, such funds will be expended first prior to NPP funds. All requests for payment will be referred to the Community Development Director.

The Community Development Director will supply a "Funded By NPP" sign on all construction sites which will include the NPP logo and acknowledge the Governor of New Jersey and the Commissioner of DCA.

### **Step 6: The Inspections**

The inspector and the NPP Coordinator will conduct periodic inspections of work-in-progress. The inspector also visits the property upon the request of the homeowner or the contractor. The NPP Coordinator will monitor the contractor's performance and take photographs before, during, and after the inspection.

The housing inspector makes the final inspection when the work is completed. The property owner and housing inspector sign a release form indicating that the work is complete and satisfactory.

### **Step 7: Contractor Payment**

Contractor payment will be made based on the amount of work completed and certification by the Rehab Specialist (or the municipal inspectors if permits are involved). A contractor may receive partial payments. The contractor will notify the Community Development Director when he/she is ready for an inspection, who will schedule an inspection with the Rehab Specialist (or Code Enforcement Department, when applicable). The Rehab Specialist or Code Enforcement

Official determines what percentage of the job is completed, and consequently, what percentage of the payment may be released.

When the work is 50% completed and verified by the housing inspector, the Community Development Director may authorize and process a partial payment in the amount of 50% of the total cost of rehabilitation.

The Community Development Director will authorize the program Rehab Specialist to complete the work inspections and either authorize a voucher for payment or complete a "punch list" to inform the contractor of deficiencies or missing work. All items must be corrected prior to payment.

### **Step 8: The Final Payment**

When 100% of the work is completed and certified by the final inspection, the inspector authorizes payment to the contractor for the approved amount and the remainder of the payment will be released.

When the Community Development Director receives all the contractor's bills, they are submitted with a voucher to the Town of Newton Finance Department for review and approval.

All vouchers for rehabilitation payment are submitted to the Town Council for approval of payment.

Payments will be according to voucher approval by the Town Council. Council meetings are held on the second and fourth Monday of each month. Checks will be mailed on the Monday following Council Meetings.

### **Step 9: The Follow-up**

The Community Development Director takes "after" pictures of the completed project.

## COMMERCIAL STOREFRONT, FAÇADE & SIGN GRANT SELECTION CRITERIA

Applications will be reviewed by the Community Development Director based on the strategy identified in the NPP Implementation plan.

If there are more applications than the Commercial Storefront and Façade allocation can address, the NPP will determine the priority of the application by applying the following criteria:

- Potential for project to attract additional businesses and to stimulate the Neighborhood Preservation Program District's economy (50%);
- Applicant's track record and business experience (20%); and
- Investment level and source of funds from the applicant (30%.)

## **REQUIRED FAÇADE IMPROVEMENT PROGRAM FILES**

The municipality or NPP partner entity will keep the following files on all grant receipts.

- Individual Client Files
  - Application
  - Before and after photos of project
  - Proof of Ownership
  - Proof of Current Real Estate Tax Status
  - Award letter to Client
- Project Documents
  - Copy of Work Write Ups
  - Property Owner Sign Off on Work Write Ups
  - Contractor Bidding Results
  - Rejection Letters to Contractors
  - Award Letter to Contractor
  - Inspection Results
  - Copy of letter to client indicating the mortgage expiration date, file number, etc.
  - Copies of any warranties
- Main Files (not project specific)
  - Contractor Information (on all contractors used for program)
    - Licenses
    - Bonding
    - Insurance

**THESE FILES MUST BE KEPT IN A SAFE AND SECURE LOCATION TO BE IN**

**COMPLIANCE WITH NPP PROGRAM REGULATIONS.**

## CONFLICT OF INTEREST GUIDELINES

If someone could think there is a conflict, then treat it as a potential conflict. If there is a potential conflict, then disclose the potential conflict and have a higher authority decide if there is a conflict or if the transaction should be allowed. This process should be as transparent and as visible as the transaction. If there is benefit to Coordinator or related party without a clear process demonstrating an arm's length business transaction, then that transaction should be avoided. Grants and gifts, unless de minimus, to Coordinator or related party are a conflict and should be avoided.

However, Stakeholder Team members should not be excluded from participating in Implementation Plan programs or projects that may benefit them or their business. In order for them to participate, in those cases where a real or perceived conflict could exist, Stakeholder Team members should fully recuse themselves from any voting, input, or decision-making related to that program or project.



**TOWN OF NEWTON**

**RESOLUTION #275-2023**

**December 11, 2023 "Insertion of Special Items of Revenue in the 2023 Town of Newton Budget Pursuant to N.J.S.A. 40A:4-87 (C. 159, PL 1948)"**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue and also approve the insertion of an item of appropriation of equal amount in the Budget of any Municipality, when such item shall have been made available by law, and the amount thereof was not determined at the time of the adoption of the Budget; and

**WHEREAS**, the Town of Newton has received a payment in the amount of \$1,736.00 from the Federal Assistance Grant for Bullet Proof Vest Partnership Grant;

**NOW, THEREFORE BE IT RESOLVED**, that the Town Council of the Town of Newton hereby requests the Director of the Division of Local Government Services approve the insertion of the following items in the 2023 Budget of the Town of Newton which is now available as revenue from:

Miscellaneous Revenues:

Section F: Special Items of Revenue

Public and Private Revenues Off-set with Appropriations:

Body Armor Grant ..... \$1,736.00

General Appropriations:

(A) Operations - Excluded from CAPS

Public and Private Programs Off-Set by Revenues:

Body Armor Grant ..... \$1,736.00

**BE IT FURTHER RESOLVED**, that an electronic version of this Resolution be forwarded to the Director of the Division of Local Government Services.

**CERTIFICATION**

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

\_\_\_\_\_  
Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #276-2023

December 11, 2023 “Authorize a Credit Due a Water and Sewer Utility Account”

**WHEREAS**, the Water and Sewer Collector has determined the following Water and Sewer Utility Account is due a credit for the reason stated;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that the Water and Sewer Collector is hereby authorized to credit the following account for the amount billed incorrectly due to the reason stated:

**CREDIT FOR AN ACCOUNT THAT SHOULD BE INACTIVE:**

<u>Account</u>	<u>Address</u>	<u>Amount</u>
3883	50 Orchard Street	\$98.75

### **CERTIFICATION**

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #277-2023

December 11, 2023 **“Authorizing Contracts with Certain Approved State Contract Vendors, Northeast Communications, State Contract 83898, and Zetron, State Contract 83924”**

**WHEREAS**, the New Jersey Local Public Contracts Law N.J.S.A.40A:11-12, authorizes the Town of Newton by Resolution, and without advertising for bids or obtaining quotations, to purchase any goods or services under the State Contract; and

**WHEREAS**, the Town has the need on a timely basis to purchase goods and services utilizing State contracts for the implementation of grant monies for joint dispatch; and

**WHEREAS**, the Town intends to enter into contracts with Northeast Communications under State Contract 83898, and Zetron under State Contract 83924, for police unified dispatch communications in the amount of \$672,983.98; and

**WHEREAS**, the Chief Financial Officer certifies funding is available in the amount of \$672,983.98 from:

Ordinance 2023-7 Dispatch Ctr Upgrades (911 Grant)	\$309,803.72
Grant Fund Federal Grant-911 Equipment Upgrades	\$363,180.26

**NOW, THEREFORE BE IT RESOLVED**, that the Town Council of the Town of Newton, authorizes the Mayor and all appropriate Town officials to enter into a contract with Northeast Communications under State Contract 83898, and Zetron under State Contract 83924, for police unified dispatch communications in the amount of \$672,983.98.

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #278-2023

December 11, 2023 “Authorizing and Setting Special Meeting  
for January 8, 2024”

**WHEREAS**, the Open Public Meetings Act of 1975 (“OPMA”) requires that a schedule of regular meetings of the Governing Body be annually posted and maintained in one public place reserved for public documents, and requires that said annual notice be filed and maintained by the Clerk of the Town of Newton; and

**WHEREAS**, the OPMA further requires that notice of any meeting of the Town Council not provided for on the annual schedule must be (1) posted in at least one (1) public place reserved for public announcements; (2) mailed, telephoned, e-mailed, or hand-delivered to at least two (2) newspapers designated by the public body; and, (3) filed with the Clerk of the municipality at least forty-eight (48) hours in advance of same; and

**WHEREAS**, the Mayor and Town Council wish to conduct a special Council meeting on Monday, January 8, 2024 at 6:00PM, at the Town of Newton Municipal Building, 39 Trinity Street, Newton, New Jersey;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Town Council of the Town of Newton, County of Sussex, State of New Jersey that it hereby authorizes the special meeting to be held on Monday, January 8, 2024, in accordance with the OPMA; and

**BE IT FURTHER RESOLVED**, the Municipal Clerk is hereby directed to publish and post the proper written notice of the date, time, place, and agenda of the January 8, 2024, special Council meeting in accordance with the OPMA.

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Teresa A. Oswin, RMC  
Municipal Clerk

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Michelle J. Teets, Mayor  
Town of Newton

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk



**TOWN OF NEWTON**

**RESOLUTION #279-2023**

**December 11, 2023 "Approve 2023 Appropriation Transfers"**

**BE IT RESOLVED**, by the Town Council of the Town of Newton that the following 2023 appropriation transfers be approved effective this date:

<u>From</u> <u>CURRENT</u>	<u>AMOUNT</u>	<u>To</u>	<u>Amount</u>
Police S&W	28,000.00	Animal Control S&W	2,000.00
		Manager S&W	11,000.00
		Road S&W	15,000.00
<b>TOTAL CURRENT TRANSFERS</b>	<u><b>\$28,000.00</b></u>		<u><b>\$28,000.00</b></u>

**CERTIFICATION**

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

\_\_\_\_\_  
Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #280-2023

December 11, 2023 "Approve 2023 Appropriation Transfers in Water Sewer"

**BE IT RESOLVED**, by the Town Council of the Town of Newton that the following 2023 appropriation transfers be approved effective this date:

<u>From</u> <u>WATER/SEWER</u>	<u>AMOUNT</u>	<u>To</u>	<u>Amount</u>
WS OPERATING OE	10,000.00	W/S S&W	10,000.00
<b>TOTAL CURRENT TRANSFERS</b>	<u>\$10,000.00</u>		<u>\$10,000.00</u>

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

\_\_\_\_\_  
Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #281-2023

December 11, 2023 **“Authorize the Mayor to Conduct Ceremonial Proceedings from January 1, 2024 through the January 4, 2024 Reorganization Meeting”**

**WHEREAS**, N.J.S.A. 37:1-13 authorizes the Mayor, or the Deputy Mayor, when authorized by the Mayor, to conduct ceremonial proceedings; and

**WHEREAS**, there may be a need to conduct ceremonial proceedings between January 1, 2024 and the Town's reorganization meeting to be held at Noon on January 4, 2024; and

**WHEREAS**, the Mayor and Town Council wish to authorize the current Mayor Michelle J. Teets to conduct said ceremonial proceedings during the aforementioned time period;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Town Council of the Town of Newton, County of Sussex, State of New Jersey that it hereby authorizes the current Mayor Michelle J. Teets and the current Deputy Mayor John-Paul E. Couce (if authorized by the current Mayor) to continue to conduct ceremonial proceedings as authorized and permitted for the period of January 1, 2024 through the Town of Newton's reorganization meeting at Noon on January 4, 2024.

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Teresa A. Oswin, RMC  
Town Clerk

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Michelle J. Teets, Mayor  
Town of Newton

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #282-2023

December 11, 2023 "Authorize Refund Payment for Annual Standpipe/Sprinkler Fees Paid Pursuant to N.J.S.A. 26:2H-1 et seq. and N.J.S.A. 40:14B-21(d)"

**WHEREAS**, the Town of Newton ("Town") requires annual payment for standpipe/sprinkler fees pursuant to Section 100-19(E) of the Town Code; and

**WHEREAS**, Complete Care at Barn Hill ("Entity") is a Residential Health Care Facility, as defined by the Health Care Facilities Planning Act, P.L. 1971, c. 136 (N.J.S.A. 26:2H-1 et seq.) ("Act") and, pursuant to said Act and N.J.S.A. 40:14B-21(d), the entity is exempt from payment of the annual standpipe/sprinkler fees as set forth above; and

**WHEREAS**, Complete Care at Barn Hill was erroneously charged the annual standpipe/sprinkler fees for calendar years 2022 and 2023 and has paid same for a total amount of One Thousand Six Hundred Dollars and No Cents (\$1,600.00); and

**WHEREAS**, pursuant to the Act and N.J.S.A. 40:14B-21(d), the Entity is entitled to a refund of One Thousand Six Hundred Dollars and No Cents (\$1,600.00) for the total payments made in 2022 and 2023 towards the annual standpipe/sprinkler fee; and

**WHEREAS**, based upon the Act and N.J.S.A. 40:14B-21(d), the Town wishes to authorize the refund of those fees to Complete Care at Barn Hill;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Town Council of the Town of Newton, County of Sussex, State of New Jersey that it hereby authorizes the total refund of One Thousand Six Hundred Dollars and No Cents (\$1,600.00) to Complete Care at Barn Hill for the total payments made to the Town in 2022 and 2023 for the annual standpipe/sprinkler fee; and

**BE IT FURTHER RESOLVED**, the appropriate Town officials are hereby directed to take the appropriate steps to refund the payment as set forth above and to adjust the account records accordingly.

\_\_\_\_\_  
Teresa A. Oswin, RMC  
Town Clerk

\_\_\_\_\_  
Michelle J. Teets, Mayor  
Town of Newton

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

\_\_\_\_\_  
Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #283-2023

**December 11, 2023 “Authorizing Change Order No. 1 for a Time Extension for the Drainage Improvements Contract at Memory Park”**

**WHEREAS**, a need existed for the bidding of a project known as “Drainage Improvements at Babe Ruth Field at Memory Park within the Town of Newton; and

**WHEREAS**, the Town of Newton advertised and received bids in a fair and open manner on June 21, 2023 and Paving Materials Contracting, LLC was determined to be the lowest responsible bidder with a bid of \$742,743.00; and

**WHEREAS**, on June 26, 2023, the project was awarded to Paving Materials Contracting, LLC by Resolution #190-2023; and

**WHEREAS**, the Town of Newton has received a request for Change Order No. 1, dated December 6, 2023, from Paving Materials and Contracting, LLC, requesting an extension to the Contract time by an additional one hundred forty-one (141) calendar days due to adverse weather conditions that will impact the remaining drainage work, rain garden planning, and porous pavement installation; and

**WHEREAS**, the Town Engineer on this Project, Suburban Consulting Engineers, Inc., recommends accepting the proposed Change Order No. 1, which will not result in any net change to the original contract price;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town hereby authorizes the issuance of Change Order No. 1 to the contract with Paving Materials and Contracting, LLC for an extension to the Contract time for Paving's services by an additional one hundred forty-one (141) calendar days due to adverse weather conditions that will impact the remaining drainage work, rain garden planning, and porous pavement installation and will result in no net change to the original contract price; and

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution shall be forwarded to the Town of Newton Chief Financial Officer, the Town of Newton Engineer on this Project, and to Paving Materials and Contracting, LLC.

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #284-2023

December 11, 2023 "Approve Bills and Vouchers for Payment"

**BE IT RESOLVED** by the Town Council of the Town of Newton that payment is hereby approved for all vouchers that have been properly authenticated and presented for payment, representing expenditures for which appropriations were duly made in the 2022 and 2023 Budgets adopted by this local Governing Body, including any emergency appropriations, and where unexpended balances exist in said appropriation accounts for the payment of such vouchers.

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk

**List of Bills - CLEARING/CLAIMS**

Meeting Date: 12/11/2023 For bills from 11/28/2023 to 12/07/2023

Check#	Vendor	Description	Payment	Check Total
9746	4460 - ADS CONTRACTORS, LLC.	PO 64699 REFUND POLICE ESCROW BALANCE UNUSED	308.24	308.24
9747	2799 - AFLAC	PO 64774 Nov 2023 - Vol Ben - Disability, Hospita	2,288.16	2,288.16
9748	3006 - AG CHOICE, LLC.	PO 63578 B: Leaf Pickup	350.00	350.00
9749	4769 - ALL TRAFFIC SOLUTIONS INC.	PO 64646 RADAR Quote #81837	5,035.50	5,035.50
9750	3897 - AMAZON CAPITAL SERVICES	PO 62917 B: PD/DISPATCH SUPPLIES PARTICIPAT	29.98	
		PO 64696 Office supplies - books	35.00	
		PO 64700 Courtroom supplies	131.79	
		PO 64710 Office Spls	242.29	
		PO 64735 Label maker tape and envelopes	46.42	
		PO 64768 Proclamation frame and paper - H. Pellow	65.11	550.59
9751	3897 - AMAZON CAPITAL SERVICES	PO 64770 Hand soaps - Bathroom	31.41	31.41
9752	3869 - AMERICAN FIDELITY ASSURANCE	PO 64772 Nov 2023 - Vol Benefits - LTD, Critical	562.22	562.22
9753	3868 - AMERICAN FIDELITY ASSURANCE COMPANY	PO 64773 FSA - Voluntary - Nov 9th & 22nd	670.82	670.82
9754	3325 - APCO INTERNATIONAL, INC.	PO 64679 EMD TRACK TRAINING	1,452.00	1,452.00
9755	4744 - APPRAISAL SYSTEMS INC.	PO 64692 2024 REASSESSMENT	18,000.00	18,000.00
9756	4596 - ATLANTIC COMFORT SYSTEMS	PO 64316 WS Heating/ Cooling System Rplmnt - Uppe	2,975.00	2,975.00
9757	4770 - ATLANTIC COUNTY DEPT OF PUBLIC SAFETY	PO 64681 12/23 POLICE TRAINING	500.00	500.00
9758	32 - B & R UNIFORM, INC.	PO 64715 NPD BADGES/NAMETAGS	282.85	282.85
9759	3251 - BADGER METER, INC.	PO 62967 B: Agreement Beacon Mobile Hosting/ Wate	192.92	192.92
9760	3406 - BLUE RIDGE LUMBER, INC.	PO 64748 Rpr Exterior Doors/DPW & Townhall - Door	2,707.25	2,707.25
9761	1132 - BOONTON TIRE SUPPLY INC.	PO 64041 B: PD VEHICLE REPAIR	1,643.28	
		PO 64041 B: PD VEHICLE REPAIR	91.18	
		PO 64689 VEHICLE FLEET / TIRES	51.95	
		PO 64689 VEHICLE FLEET / TIRES	4,903.87	
		PO 64718 PD VEHICLE TIRES	4,564.06	11,254.34
9762	300 - BRIGHTSPEED	PO 62838 B: ALARM CIRCUITS A/C #309485585 HIGH ST	125.85	125.85
9763	702 - C W A LOCAL 1032	PO 64775 Police Dispatch Dues - NOV 2023	301.38	301.38
9764	175 - CAPITAL ACCOUNT	PO 64739 Newton's 911 Grant share to capital fund	303,970.00	303,970.00
9765	4706 - CARLUCCI, MICHAEL	PO 63755 B: MUNICIPAL JUDGE COVERAGE	3,637.21	3,637.21
9766	4306 - CGP&H LLC	PO 64155 ADMIN SVC'S AFFORDABLE HOUSING 7/23-6/24	201.50	201.50
9767	3770 - CINTAS	PO 63797 B: Water Filtration/Cooler/Cleaning (Jun	45.00	
		PO 63797 B: Water Filtration/Cooler/Cleaning (Jun	135.00	180.00
9768	4138 - CONSTELLATION NEWENERGY -GAS DIV	PO 62843 B: ELECTRIC	6,881.78	
		PO 62843 B: ELECTRIC	4,263.54	11,145.32
9769	4762 - COVE PRODUCTS	PO 64528 Kennel Materials	4,903.00	
		PO 64636 Kennel Materials	538.56	5,441.56
9770	286 - CURRENT ACCOUNT	PO 64695 POLICE ADMIN FEE MOVED TO CURR FUND #0	28,500.00	28,500.00
9771	768 - DEMPSEY UNIFORM & SUPPLY INC	PO 63702 B: May to Dec 2023	723.66	
		PO 63702 B: May to Dec 2023	2,594.36	3,318.02
9772	2589 - DENVILLE LINE PAINTING, INC.	PO 64469 Restriping North Park Drive/ CR616 to Un	10,955.44	10,955.44
9773	2386 - DOMINICK'S PIZZA LLC	PO 64771 12/6 - Working lunch	67.45	67.45
9774	2136 - DRAEGER, INC.	PO 64579 SIMULATOR SOLUTION	156.00	156.00
9775	225 - FEDERAL EXPRESS	PO 63785 B: EXPRESS MAILINGS acct #1344-0525-2	5.73	5.73
9776	2640 - FERGUSON ENTERPRISES LLC #3326	PO 64668 Water Pipe/ Metal Locator	991.00	991.00
9777	4747 - FF1 APPARATUS LLC	PO 64065 ENG #802 MODULE	3,994.84	3,994.84
9778	1707 - FINKLE, DANIEL	PO 64746 COURSE EXAM REIMBURSEMENT	175.50	175.50
9779	2525 - FIREFIGHTER ONE, LLC.	PO 62569 HOSE REPLACEMENT	2,638.91	2,638.91
9780	4635 - FRANKLIN SUSSEX AUTO MALL, INC.	PO 64690 TRUCK 5 FRONT END REPAIR	5,687.95	5,687.95
9781	373 - GALLS, LLC	PO 64400 BLUE GUNS ACCT #4794479	738.00	
		PO 64552 Soft Shell Jacket CUST #4794479	74.48	812.48
9782	2626 - GENERAL CODE, LLC	PO 64731 SUPPLEMENT #25 cust #NE2921	1,834.00	1,834.00
9783	4384 - GIBBONS P.C.	PO 64758 CAPITAL ORD REC PARK IMPROVEMENTS & BOND	475.00	
		PO 64758 CAPITAL ORD REC PARK IMPROVEMENTS & BOND	475.00	950.00
9784	4506 - GLENN C KIENZ	PO 62789 B: 2023 PLANNING BOARD ATTORNEY (800/MNT	800.00	800.00
9785	4525 - GLOBAL HR RESEARCH	PO 64687 Pre-Employment Screening (Summer 2023)	1,368.00	1,368.00
9786	4398 - GLOBAL RECYCLING SOLUTIONS LLC	PO 62935 B: Recycling Collection: Jan to Dec 2023	2,019.32	2,019.32
9787	70 - HACH COMPANY	PO 64709 LAB SUPP'S	891.41	891.41
9788	3804 - HAYDEE BALLESTER	PO 62778 B: COURT TRANSLATION	140.00	140.00
9789	230 - HAYEK'S MARKET INC.	PO 64697 Working lunch - Armory	29.35	
		PO 64733 HR/ATTORNEY LUNCH MEETING	34.35	63.70
9790	4663 - HERO OUTFITTERS	PO 63061 NJSACOP JACKETS ORDER #368907	210.00	210.00

**List of Bills - CLEARING/CLAIMS**

Meeting Date: 12/11/2023 For bills from 11/28/2023 to 12/07/2023

Check#	Vendor	Description	Payment	Check Total
9791	4337 - HFE SERVICES LLC	PO 62824 B: COMPUTER TECH IT SVC'S (NOT TO EXC	992.76	
		PO 62824 B: COMPUTER TECH IT SVC'S (NOT TO EXC	788.50	1,781.26
9792	1866 - HOME DEPOT, INC.	PO 64587 BLINDS FOR COMMUNITY DEVELOPMENT OFFICE	56.91	
		PO 64632 STEP LADDER ORDER #WM51457945	99.00	
		PO 64721 FIRE DEPT TOOLS	300.93	
		PO 64737 Dec Supplies 2023	397.76	
		PO 64737 Dec Supplies 2023	42.40	
		PO 64737 Dec Supplies 2023	603.33	1,500.33
9793	332 - J & D SALES & SERVICE,LLC.	PO 62971 RECYLC MAINT RENEW 1/2023 - 12/2023	225.00	225.00
9794	113 - JCP&L	PO 62857 B: ELECTRIC	232.90	232.90
9795	3644 - JOHNNY ON THE SPOT, LLC.	PO 63084 Park Porta John Rental - Jan to Dec 2023	981.25	981.25
9796	4359 - KATIES HOUSE INC	PO 64725 R#248-2023 A.F. 18 DONALD AVE SPECIAL NE	25,000.00	25,000.00
9797	2569 - KIEFFER ELECTRIC, INC.	PO 64754 Electrical Repairs	2,821.99	
		PO 64754 Electrical Repairs	10,693.00	13,514.99
9798	4396 - KIMBALL MIDWEST	PO 64686 Machine Repair/Maintenace Spls ACCT #428	714.99	714.99
9799	2278 - LANGUAGE LINE SERVICES, INC.	PO 63138 B: TRANSLATION SERVICES Acct #902091005	13.60	13.60
9800	4227 - LAW OFFICE OF DANIEL P. AGATINO, LLC.	PO 62780 B: 2023 PUBLIC DEFENDER ((TWN \$13,500. G	1,333.34	1,333.34
9801	4758 - LEACH STRATEGIC PARTNERS LLC	PO 64495 DB Courses	1,000.00	1,000.00
9802	4773 - MARTIN, DAVID	PO 64723 EXEMPT VET-REFUND	1,545.45	1,545.45
9803	1141 - MCGUIRE, INC.	PO 64713 OIL CHANGE CHIEF'S VEHICLE	115.00	115.00
9804	409 - MINISINK PRESS INC	PO 64460 Business Cards for Animal Control Office	56.00	
		PO 64683 Case of #10 envelopes	268.00	
		PO 64688 Court Envelopes Est.	268.00	592.00
9805	4426 - MONMOUTH TRUCK EQUIPMENT ACQUISITION	PO 64403 PolySpring 1/2" K7160	502.82	502.82
9806	3651 - MORTON SALT, INC.	PO 64577 B: SALT @ \$69.42 TON cust #3681777	27,246.66	27,246.66
9807	3926 - MOTOROLA SOLUTIONS, INC.	PO 62752 PD RADIOS NJSC #83909	3,503.24	3,503.24
9808	3926 - MOTOROLA SOLUTIONS, INC.	PO 63654 VHF MOBILE RADIOS Quote #2176493	7,966.00	7,966.00
9809	3926 - MOTOROLA SOLUTIONS, INC.	PO 64712 PROGRAMMING	120.00	120.00
9810	2567 - MUNICIPAL RECORD SERVICE	PO 64684 Court Mailers, Plea Agreements & Bail Re	1,244.00	1,244.00
9811	170 - NEWTON BOARD OF EDUCATION	PO 63803 SCHOOL TAX (JULY-DEC) 2023 -	1,132,716.67	1,132,716.67
9812	700 - NEWTON PATROLMANS ASSOCIATION	PO 64777 PBA DUES - Nov 2023	720.00	720.00
9813	1745 - NEWTON SUPERIOR OFFICERS	PO 64778 SOA DUES - NOV 2023	420.00	420.00
9814	336 - NEWTON TROPHY	PO 64263 PD NAME PLATES	18.00	18.00
9815	336 - NEWTON TROPHY	PO 64720 Trophy for the Battle of Towns Trivia	45.00	45.00
9816	2835 - NJMEBF	PO 64750 MEDICAL/DENTAL - NOVEMBER 2023	144,763.98	
		PO 64750 MEDICAL/DENTAL - NOVEMBER 2023	25,127.02	
		PO 64750 MEDICAL/DENTAL - NOVEMBER 2023	31,666.00	201,557.00
9817	1762 - NJSACOP	PO 64603 TRAINING CONFERENCE	249.00	
		PO 64618 POLICE CHIEFS ORIENTATION	600.00	849.00
9818	4771 - NORTH JERSEY GARAGE DOORS LLC	PO 64676 DPW Garage Doors Rpr/ Service	1,190.00	1,190.00
9819	4681 - NORTHEAST COMMUNICAITONS INC.	PO 64719 PD RADIOS	5,833.72	
		PO 64740 NEWTON 911 DISPATCH UPGRADE GRANT	303,970.00	
		PO 64741 ANDOVER 911 DISPATCH UPGRADE GRANT	140,034.56	
		PO 64742 HARDYSTON 911 DISPATCH UPGRADE GRANT	223,145.70	
		PO 64745 PD RADIOS	3,870.00	676,853.98
9820	4383 - OPTIMUM	PO 62799 B: DIGITAL CONVERTERS & DTA'S	187.30	187.30
9821	1407 - PASSAIC VALLEY SEWERAGE COMM.	PO 62844 B: SLUDGE DISPOSAL A/C #12701 (\$102	9,004.50	9,004.50
9822	4204 - PLANET NETWORKS INC.	PO 62784 B: INTERNET TH	159.95	159.95
9823	4204 - PLANET NETWORKS INC.	PO 62786 B: PHONE SYSTEM HOSTING A/C #636370393	2,556.15	2,556.15
9824	4204 - PLANET NETWORKS INC.	PO 62787 B: LICENSE STREAMING MEDIA SVC A/C #636	49.95	49.95
9825	4204 - PLANET NETWORKS INC.	PO 62822 B: INTERNET/WEB HOSTING/FIREWALL POLICE	1,359.72	1,359.72
9826	4204 - PLANET NETWORKS INC.	PO 62933 Internet Access Jan - Dec 23- Water & Se	609.90	609.90
9827	4204 - PLANET NETWORKS INC.	PO 62934 Internet Access Jan - Dec 23- DPW Garage	199.95	199.95
9828	4204 - PLANET NETWORKS INC.	PO 64557 ACO COMPUTER REF #113926326	696.23	696.23
9829	4204 - PLANET NETWORKS INC.	PO 64647 RECORDS COMPUTER	1,164.97	1,164.97
9830	4204 - PLANET NETWORKS INC.	PO 64760 SURVEILLANCE CAMERAS	6,437.85	6,437.85
9831	4204 - PLANET NETWORKS INC.	PO 64766 ANNUAL OFFICE 365/SOFTWARE/TRAINING	8,170.00	8,170.00
9832	2212 - PROCESS TECH SALES AND SERVICE	PO 64755 WATER PLANT TURBIDITY PM/Service	4,378.00	4,378.00
9833	39 - QUILL CORPORATION	PO 62852 B: NPD OFFICE SUPPLIES	37.96	37.96
9834	2478 - RACHLES/MICHELE'S OIL COMPANY, INC.	PO 62820 B: GAS ACCT #40382, Contract until 10/	6,486.87	6,486.87
9835	4203 - RAPID PUMP	PO 62939 WTP/Contractual Maintenance 2023 CUST #	542.55	
		PO 64698 RBC 2D Rpr/ Blower Rpr/ WWTP	2,621.30	3,163.85

**List of Bills - CLEARING/CLAIMS**

Meeting Date: 12/11/2023 For bills from 11/28/2023 to 12/07/2023

Check#	Vendor	Description	Payment	Check Total
9836	4735 - RCN TECH	PO 64212 NETCLOUD	4,514.65	4,514.65
9837	126 - SCMUA	PO 62819 B: TRASH/BRUSH/STREET SWEEPINGS REMOVAL	532.89	
		PO 62819 B: TRASH/BRUSH/STREET SWEEPINGS REMOVAL	502.74	1,035.63
9838	3134 - SHOP RITE, INC.	PO 64707 Supplies for Career Fair - NHS - 11-16-2	31.54	
		PO 64711 SUPPLIES FOR FALL FEST - OCTOBER 8TH, 20	40.38	
		PO 64711 SUPPLIES FOR FALL FEST - OCTOBER 8TH, 20	60.57	132.49
9839	4644 - SIEGEL, STEVEN M.	PO 62792 B: PROSECUTOR (\$31,000 TWN/\$3,500 GR	2,875.07	2,875.07
9840	1489 - SMALLEY, JOHN H	PO 62777 B: 2023 SVC'S WTP (17,250/12=\$1,437.50/M	1,437.50	1,437.50
9841	2312 - SPECTRUM COMMUNICATIONS, INC.	PO 64693 RADIOS (6)	3,494.00	3,494.00
9842	2257 - STAPLES	PO 62853 : NPD OFFICE SUPPLIES	9.58	
		PO 64642 PRINTER CFO	399.99	
		PO 64706 HR Office Supplies - Ink Cartridges, Sta	516.77	
		PO 64714 COPY PAPER	335.94	1,262.28
9843	146 - STATE OF NEW JERSEY - PWT	PO 64730 4th QUARTER WATER TAX	520.00	520.00
9844	273 - STATE TREASURER	PO 64765 T SCHLOSSER CTC RECERTIFICATION	50.00	50.00
9845	2056 - SUBURBAN PROPANE, LP.	PO 64756 PROPANE ACCT #2232-574789	7,868.55	7,868.55
9846	102 - SUSSEX CAR WASH INC	PO 62870 B: CAR WASHES	176.00	176.00
9847	229 - SUSSEX COUNTY ECONOMIC	PO 64727 SC Mayor's Reception - tickets and spons	295.00	295.00
9848	2310 - SUSSEX COUNTY ENGINEERING DIVISION	PO 64691 Street Signs - Replacement of wornout/ n	1,148.30	1,148.30
9849	130 - SUSSEX COUNTY P & H, INC.	PO 62977 B: PLUMBING SUPPLIES	217.24	
		PO 64142 Supplies to install water line to Dog Pa	43.19	260.43
9850	371 - T.A. MOUNTFORD COMPANY, INC.	PO 64628 PRINTER & PTL RM COPIER OMNIA PARTNERS C	2,629.58	2,629.58
9851	2479 - TAYLOR OIL CO., INC.	PO 62821 B: DIESEL ACCT #01-0062714	4,296.78	4,296.78
9852	4772 - TEETS, MICHELLE	PO 64705 LEAGUE MILEAGE & TOLLS	220.79	220.79
9853	4278 - TEXAS LIFE INSURANCE COMPANY	PO 64779 Nov 2023 - Life Insurance	35.45	35.45
9854	3851 - THE CANNING GROUP, LLC.	PO 62776 B: 2023 QPA ANN \$6,500	433.36	
		PO 62776 B: 2023 QPA ANN \$6,500	108.38	541.74
9855	676 - THE EQUITABLE	PO 64776 Equitable - Def Comp - Nov 22 & Dec 7, 2	12,470.00	12,470.00
9856	2880 - TRACTOR SUPPLY	PO 64703 Supplies for TNR program	130.42	130.42
9857	691 - TRANS WORLD ASSURANCE CO.	PO 64780 TWA - Voluntary Life - NOV 2023	400.00	400.00
9858	293 - TREASURER, PETTY CASH FUND	PO 64716 REPLENISH 2023 PETTY CASH	162.93	162.93
9859	3089 - UCPO POLICE ACADEMY TRAINING ACCT	PO 64576 SITUATIONAL AWARENESS COURSE 10/18/23	90.00	90.00
9860	4152 - UNITED SITE SERVICES, INC	PO 62845 B: CHEMICAL WASTE REMOVAL WTP A/C #7473	1,494.99	
		PO 62861 B: SLUDGE REMOVAL STP A/C #74732 (\$1	16,293.40	17,788.39
9861	1257 - UNUM LIFE/DISABILITY INSUR	PO 64781 UNUM - Voluntary - LTD - NOV 2023	746.12	746.12
9862	2716 - UPSEU LOCAL 424J	PO 64782 DPW - Monthly Dues - NOV 2023	672.00	672.00
9863	1739 - VERIZON CONNECT	PO 64736 VEHICLE TRACKING ACCT #100000172484	113.70	113.70
9864	1158 - VISION SERVICE PLAN	PO 64749 VISION - NOV / DEC 2023	2,424.10	2,424.10
9865	2635 - W.B. MASON, INC.	PO 64652 Office Supplies CUST #C1329496	681.32	
		PO 64657 Office Supplies for Clerk CUST #C132949	74.10	
		PO 64734 Toner cartridges CUST #C1329496	347.74	
		PO 64747 Office Supplies cust #C1329496	36.73	1,139.89
9866	1500 - WALMART	PO 64285 New Office Supplies / Technology/Trainin	286.14	
		PO 64708 SUPPLIES FOR HOLIDAY PARADE 2023 (SENIOR	183.85	
		PO 64753 SUPPLIES FOR TREE LIGHTING EVENT - DECEM	470.66	940.65
9867	633 - WEIS MARKETS, INC.	PO 63085 B: Refreshments	41.12	41.12
TOTAL				2,655,823.06

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-200	TOWN MANAGER'S OFFICE - OTHER EXPENSES	4,547.96			
01-201-20-105-200	HUMAN RESOURCE - OTHER EXPENSES	766.51			
01-201-20-110-200	TOWN COUNCIL - OTHER EXPENSES	265.79			
01-201-20-120-200	TOWN CLERK'S OFFICE - OTHER EXPENSES	104.81			
01-201-20-130-200	FINANCE ADMINISTRATION - OTHER EXPENSES	874.99			
01-201-20-145-200	COLLECTION OF TAXES - OTHER EXPENSES	58.97			
01-201-20-155-200	LEGAL SERVICES - OTHER EXPENSES	3,708.36			
01-201-21-180-200	PLANNING BOARD - OTHER EXPENSES	800.00			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-21-181-200	COMMUNITY DEVELOPMENT - OTHER EXPENSES	108.38			
01-201-23-220-300	EMPLOYEE GROUP INSURANCE - OTHER EXPENSE	147,188.08			
01-201-25-240-200	POLICE DEPARTMENT - OTHER EXPENSES	12,241.19			
01-201-25-250-200	COMMUNICATIONS CENTER - OTHER EXPENSES	27,066.19			
01-201-25-252-200	EMERGENCY MANAGEMENT - OTHER EXPENSES	74.48			
01-201-25-255-200	FIRE DEPARTMENT - OTHER EXPENSES	3,884.93			
01-201-26-290-200	ROAD REPAIR & MAINT - OTHER EXPENSES	13,328.51			
01-201-26-291-200	SNOW REMOVAL - OTHER EXPENSES	27,246.66			
01-201-26-305-200	RECYCLING/SANITATION - OTHER EXPENSES	3,836.12			
01-201-26-310-200	BUILDINGS & GROUNDS - OTHER EXPENSES	6,325.98			
01-201-26-315-200	VEHICLE MAINTENANCE - OTHER EXPENSES	21,191.76			
01-201-27-331-200	OCCUPATIONAL HEALTH - OTHER EXPENSES	1,368.00			
01-201-27-340-200	ANIMAL CONTROL - OE	882.65			
01-201-28-370-200	RECREATION - OTHER EXPENSES	45.00			
01-201-31-460-200	UTILITY EXP/BULK PURCH - OTHER EXPENSES	18,333.04			
01-201-32-465-200	RECYCLING TAX (PL2007 c.311)O/S CAP	17.19			
01-201-42-108-100	INTERLOCAL - GREEN TWP COURT	1,916.89			
01-201-43-490-200	MUNICIPAL COURT - OTHER EXPENSES	4,722.21			
01-201-44-900-000	CAPITAL IMPROVEMENTS - OTHER EXPENSES	3,352.08			
01-203-25-240-200	(2022) POLICE DEPARTMENT - OTHER EXPENSES		3,503.24		
01-203-25-255-200	(2022) FIRE DEPARTMENT - OTHER EXPENSES		2,638.91		
01-205-55-000-000	TAX OVERPAYMENTS			1,545.45	
01-207-55-000-000	DUE NEWTON BOE - SCHOOL TAX PAYABLE			1,132,716.67	
01-260-05-100	DUE TO CLEARING			0.00	1,444,661.00
<b>TOTALS FOR</b>	<b>CURRENT FUND</b>	<b>304,256.73</b>	<b>6,142.15</b>	<b>1,134,262.12</b>	<b>1,444,661.00</b>
02-213-41-000	RESERVE FEDERAL/STATE GRANTS			667,839.15	
02-260-05-100	Due to Clearing			0.00	667,839.15
<b>TOTALS FOR</b>	<b>STATE AND FEDERAL GRANTS</b>	<b>0.00</b>	<b>0.00</b>	<b>667,839.15</b>	<b>667,839.15</b>
04-215-55-903-000	ORD 2018-7 VAR-2Veh/StSign/Rd-Chrch \$220			1,148.30	
04-215-55-910-000	ORD 2022-16 DOG PARK-UNF			43.19	
04-215-55-915-000	ORD 2022-28 VAR SECURITY IMP. UNF			5,303.64	
04-215-55-916-000	ORD 2022-29 REAPPROPRIATING ORD.			821.82	
04-215-55-918-000	ORD 2023-7 VAR CAP IMP.			335,769.72	
04-260-05-100	Due to Clearing			0.00	343,086.67
<b>TOTALS FOR</b>	<b>GENERAL CAPITAL</b>	<b>0.00</b>	<b>0.00</b>	<b>343,086.67</b>	<b>343,086.67</b>
08-215-55-917-000	ORD 2023-27 WS IMP'S FF			475.00	
08-260-05-100	DUE TO CLEARING			0.00	475.00
<b>TOTALS FOR</b>	<b>WATER/SEWER UTILITY CAPITAL</b>	<b>0.00</b>	<b>0.00</b>	<b>475.00</b>	<b>475.00</b>
09-201-56-501-200	W&S OPERATING - TOTAL OTHER EXPENSES	101,338.33			
09-260-05-100	DUE TO CLEARING			0.00	101,338.33
<b>TOTALS FOR</b>	<b>WATER/SEWER UTILITY</b>	<b>101,338.33</b>	<b>0.00</b>	<b>0.00</b>	<b>101,338.33</b>
20-260-05-100	Due to Clearing			0.00	44,413.17
20-291-55-075-001	UNION DUES - PBA			1,140.00	
20-291-55-075-002	UNION DUES - IUE #911			672.00	
20-291-55-075-003	UNION DUES - CWA #1032			301.38	
20-291-55-077	DEFERRED COMP - EQUITABLE			12,470.00	
20-291-55-080	TWA SAVINGS PLAN			400.00	
20-291-55-082-001	AFA LTD			303.72	
20-291-55-082-002	AFA Med FSA			254.16	
20-291-55-082-004	AFA Life Ins.			258.50	
20-291-55-082-005	AFA Texas Life			35.45	
20-291-55-082-006	AFA - DEPENDENT CARE FSA			416.66	
20-291-55-084	UNUM DISABILITY INS.			746.12	
20-291-55-086	HEALTH INS. EMPLOYEE			25,127.02	
20-291-55-087-001	AFLAC DISABILITY Post Tax			1,227.82	
20-291-55-087-002	AFLAC ACCIDENT Pre Tax			596.12	

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
20-291-55-087-003	AFLAC HOSPITAL Pre Tax			263.32	
20-291-55-087-004	AFLAC CANCER Pre Tax			200.90	
<b>TOTALS FOR</b>	<b>PAYROLL</b>	<b>0.00</b>	<b>0.00</b>	<b>44,413.17</b>	<b>44,413.17</b>
31-260-05-100	DUE TO CLEARING			0.00	28,808.24
31-261-05-000-001	INTERFUNDS PAYABLE - CURRENT FUND			28,500.00	
31-287-56-119	RESERVE O/S EMPLOYMENT OFF-DUTY POLICE *			308.24	
<b>TOTALS FOR</b>	<b>TRUST</b>	<b>0.00</b>	<b>0.00</b>	<b>28,808.24</b>	<b>28,808.24</b>
35-260-05-100	DUE TO CLEARING			0.00	25,201.50
35-296-56-001-000	RESERVES FOR COMMERCIAL DEVELOPMENT			25,201.50	
<b>TOTALS FOR</b>	<b>HOUSING TRUST</b>	<b>0.00</b>	<b>0.00</b>	<b>25,201.50</b>	<b>25,201.50</b>

Total to be paid from Fund 01 CURRENT FUND	1,444,661.00
Total to be paid from Fund 02 STATE AND FEDERAL GRANTS	667,839.15
Total to be paid from Fund 04 GENERAL CAPITAL	343,086.67
Total to be paid from Fund 08 WATER/SEWER UTILITY CAPITAL	475.00
Total to be paid from Fund 09 WATER/SEWER UTILITY	101,338.33
Total to be paid from Fund 20 PAYROLL	44,413.17
Total to be paid from Fund 31 TRUST	28,808.24
Total to be paid from Fund 35 HOUSING TRUST	25,201.50
	<b>2,655,823.06</b>

**Checks Previously Disbursed**

9743	DOMINICK'S PIZZA LLC	PO# 64732	12/11 - Town Council Meeting - Wor	245.00	12/07/2023
9744	NEWTON TROPHY	PO# 64704	Plaque - H. Pellow	115.00	12/07/2023
9745	THE FARMER'S DAUGHTER	PO# 64726	Staff/Safety/Admin Meeting Breakfa	300.00	12/07/2023
231088	CAPITAL ACCOUNT		MONVE S N/J EFT TO CAPITAL CLINTON	139,574.82	11/30/2023
231089	PAYROLL ACCOUNT		Gross Payroll	225,993.82	12/07/2023
231145	PAYROLL ACCOUNT		12/07 GRANT PAY	2,888.66	12/07/2023
232109	PAYROLL ACCOUNT		12/07 DOG PAY	2,506.16	12/07/2023
236088	PAYROLL ACCOUNT		Water Sewer Cash	48,079.60	12/07/2023
236088	PAYROLL ACCOUNT		Water Sewer Cash	47,739.58	12/06/2023
237146	PAYROLL ACCOUNT		12/07 TRUST PAY	8,763.01	12/07/2023
				<b>476,205.65</b>	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	366,228.64	1,444,661.00	<b>1,810,889.64</b>
Fund 02 STATE AND FEDERAL GRANTS	2,888.66	667,839.15	<b>670,727.81</b>
Fund 04 GENERAL CAPITAL		343,086.67	<b>343,086.67</b>
Fund 08 WATER/SEWER UTILITY CAPITAL		475.00	<b>475.00</b>
Fund 09 WATER/SEWER UTILITY	95,819.18	101,338.33	<b>197,157.51</b>
Fund 20 PAYROLL		44,413.17	<b>44,413.17</b>
Fund 27 ANIMAL TRUST	2,506.16		<b>2,506.16</b>
Fund 31 TRUST	8,763.01	28,808.24	<b>37,571.25</b>
Fund 35 HOUSING TRUST		25,201.50	<b>25,201.50</b>
<b>BILLS LIST TOTALS</b>	<b>476,205.65</b>	<b>2,655,823.06</b>	<b>3,132,028.71</b>



## TOWN OF NEWTON

### RESOLUTION #287-2023

December 11, 2023 **“Authorizing Change Order No. 1 for ADA Ramps and Signage for the West Nelson Street and Division Street Project”**

**WHEREAS**, the Newton Town Council adopted Resolution #212-2023, awarding the proposed ADA Ramps and Signage for West Nelson Street and Division Street project, to ADS Contractors, LLC, 52 Cooks Road, Pittstown, N.J. 08867, in the amount of \$50,991.53; and

**WHEREAS**, the Town Engineer, Harold E. Pellow, of Harold E. Pellow & Associates, Inc., recommends in his memo dated December 4, 2023, approving Change Order No. 1 for the above referenced project for a decrease in the amount of \$8,509.37 for a new contract total of \$42,482.16;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton, that it hereby concurs with the Town Engineer's recommendation and accepts Change Order No. 1 for the ADA Ramps and Signage for West Nelson Street and Division Street project; and

**BE IT FURTHER RESOLVED**, that a copy of Change Order No. 1, and Mr. Pellow's memo be attached to and made part of this Resolution.

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk



## HAROLD E. PELLOW & ASSOCIATES, INC.

CONSULTING ENGINEERS • PLANNERS • LAND SURVEYORS

Established 1969

HAROLD E. PELLOW, *PRESIDENT*  
2022 Distinguished Engineering Service Award  
from the NJ Society of Professional Engineers  
NJ - P.E. & L.S., NJ - P.P., NJ - C.M.E.

CORY L. STONER, *EXEC. VICE PRESIDENT*  
NJ - P.E., NJ - P.P., NJ - C.M.E.

ANN PELLOW WAGNER  
NJ - C.L.A., VA - C.L.A., PA - C.L.A.  
(5/26/84 - 7/27/89)

MATTHEW J. MORRIS  
NJ - L.L.A., NJ - P.P.

DAVID B. SIMMONS, JR., *VICE PRESIDENT*  
NJ - P.E. & L.S., NJ - P.P., NJ - C.M.E.  
NY - P.E. & L.S., PA - P.E. & L.S.

THOMAS G. KNUTELSKY, *ASSOCIATE*  
NJ - P.E., NJ - P.P.

December 4, 2023

**MEMORANDUM TO:** Mr. Thomas S. Russo, Jr., Newton Town Manager

**FROM:** Harold E. Pellow, P.E., L.S., Town Engineer

**SUBJECT:** Proposed ADA Ramps & Signage for West Nelson Street & Division Street  
HPA No. 23-071

RECEIVED  
DEC 07 2023  
Town Manager

Dear Tom,

Enclosed herewith please find the following payment documents for ADS Contractors, LLC in regard to the above-referenced project:

1. Town of Newton voucher in the amount of \$41,632.52 due ADS Contractors, LLC for work completed through November 20, 2023. Please note that ADS sent us the original signed P.O. for this project. Please ensure that Monica Miebach receives it, but the first drawdown should be in the amount that is shown on the enclosed first payment documents, in the amount of \$41,632.52.
2. Estimate Certificate No. 1 reflecting work completed by ADS Contractors, LLC through November 20, 2023.
3. Three (3) copies of Change Order No. 1 which reflect an adjusted contract amount of \$42,482.16. Kindly have an authorized Town representative sign and date all three copies on the line indicated *Presiding Officer*. Retain one copy for your file and **return the remaining two copies to this office**. We will forward one copy to ADS Contractors, LLC; upload one copy into PMRS for NJDOT to review; and retain one copy for our records.
4. Copy of Payroll Certification for week ending November 17, 2023 provided by ADS.

Please ensure that ADS Contractors, LLC has provided all up-to-date payroll certifications prior to issuing payment for this project.

Very truly yours,

Harold E. Pellow, P.E., L.S.  
**HAROLD E. PELLOW & ASSOCIATES, INC.**  
Town of Newton Engineer

HEP:mac  
K:\PROJECTS\MUNICIPAL\NEWTON\COUNCIL\23-071 - CLINTON STREET, WEST NELSON STREET & DIVISION STREET IMPROVEMENTS (ADA RAMPS) - PUBLIC BID\RUSSO4.DOC

Enclosures

cc: ADS Contractors, LLC



## TOWN OF NEWTON

### RESOLUTION #285-2023

December 11, 2023 **“Refund of Redemption Monies to Outside Lien Holder for Block 22.09, Lot 7, also known as 27 Orchard Street”**

**WHEREAS**, at the Municipal Tax Sale held on October 18, 2023, a lien was sold on Block 22.09, Lot 7, also known as 27 Orchard Street, for 2022 delinquent taxes; and

**WHEREAS**, this lien, known as Tax Sale Certificate #2023-007, was sold to John-Paul Couce, for a 4% redemption fee; and

**WHEREAS**, the owner has effected redemption of Certificate #2023-007 in the amount of \$2,054.00; and

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that this Governing Body acknowledges John-Paul Couce is entitled to a refund in the amount of \$2,054.00; and

**BE IT FURTHER RESOLVED**, the Tax Collector be authorized to issue a check in the amount of \$2,054.00 payable to John-Paul Couce, P.O. Box 423, Newton, NJ 07860 for the redemption of Tax Sale Certificate #2023-007.

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #286-2023

December 11, 2023 **“A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12”**

**WHEREAS**, the Town Council of the Town of Newton is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.; and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specific purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Town Council of the Town of Newton to discuss in a session not open to the public certain matters relating to the item(s) authorized by N.J.S.A. 10:4-12b and designated below:

- i. Personnel – Town Manager's Annual Review

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton, assembled in public session on December 11, 2023, that an Executive Session closed to the public shall be held on December 11, 2023 at \_\_\_\_\_ in the Town of Newton Municipal Building, 39 Trinity Street, Newton, NJ, for the discussion of matters relating to the specific item(s) designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Town Council that the public interest will no longer be served by such confidentiality.

### CERTIFICATION

**THIS IS TO CERTIFY** the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 11, 2023.

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Teresa A. Oswin, RMC  
Municipal Clerk