BOROUGH OF FLEMINGTON
REGULAR COUNCIL MEETING
NOVEMBER 24, 2025

Mayor Karrow called the meeting to order at 7:00 p.m. announcing that all laws governing Open Public Meetings Act have been met and that this meeting has been duly advertised.

SALUTE TO THE FLAG

Mayor Karrow stated a notice was provided as required. The annual meeting notice is on file in the Office of the Municipal Clerk for public inspection.

ATTENDANCE ROLL CALL:

Councilman Arias	Present
Councilwoman Susan Engelhardt	Present
Councilwoman Adrienne Fusaro	Present
Councilman Trent Levitt	Present
Council Vice President Jeremy Long	Present
Council President Tony Parker	Present
Mayor Marcia Karrow	Present

Also Present:
Chris Corsini, Borough Attorney
Carla Conner, Borough Clerk

MAYOR'S REPORT:

Mayor Karrow reported the Borough received the $300,000 that she requested from the Governor's office for the Sally port at the Police building, which the money is designated for architectural and engineering fees and construction towards the Sally port. Mayor Karrow asked Council to authorize CFO, Bill Hancs to allow proposals for bids to do the architectural and engineering design and engineering specs for the Sally port. Council had no objections.

COUNCIL MEMBER REPORTS

COUNCIL PRESIDENT PARKER:

Council President Parker reported he took a tour through the hotel and apartments last week and they have made so much progress; the Plaza will be done in the next couple of weeks. The apartments will be accepting leases mid-December and the Hotel will hopefully be opened late January early February. Council President Parker also reported the signs are at the printers and will be done in a few weeks.

COUNCIL VICE PRESIDENT LONG:

LYCEUM

Council Vice President Long thanked Hunterdon Central's Alexis Chen and Olivia Davis who hosted a great lecture a couple of weeks ago. The next, and final lecture of the series, will be taking place next week, on December 3, 2025 at the Hunterdon County Chamber of Commerce whose partnership he is grateful for. Music will begin at 6:30 and the lecture will start at 7:00PM. The final lecture is entitled: "How a Town Works: Inside Flemington's Local Government." Mayor Marcia Karrow will be leading the lecture, and he will be adding some commentary as well. As this is the last lecture in the series, he does want to let the Council know that he does intend to continue this work. Right now, he is exploring some options, but rest assured, this is something that has found a home in Flemington Borough. He would love to expand it to something more County-wide, but as of now, he is seeing what the options are moving into 2026. There have been some very interesting conversations that have opened all sorts of possible avenues the Lyceum could pursue in 2026. He has several people interested in their own lectures in the new year, so there is plenty of interest in having more Lyceum Society lectures.

SPECIAL-NEEDS HOUSING RESOLUTION

Council Vice President Long also reported that he has been working on a Resolution to get some attention on a specific type of housing that is needed in the County Seat. He has shared the draft Resolution with my fellow Council members, the Planning Board chair, some residents who understand the need for this type of housing, as well as our Attorney Mr. Corsini. He hopes to have something finalized for December 8, 2025 Council meeting. What the Resolution seeks to do:

Affirm strong support

Urge direct action

Declare policy

What are the specific types of housing this policy would be supporting?

- Group Homes: These would be dedicated, purpose-driven projects.
- Integrated Housing with Services:
- Permanent Supportive Housing Developments

COUNCILMAN LEVITT:
Councilman Levitt reported the Shade Tree Commission should have a draft of the new tree Ordinance from the Planner, Beth McManus at the next Council meeting and after the review it will come to Mayor & Council, the Environmental Commission and Planning Board. Shade Tree Commission's next meeting will be held December 10, 2025 and the next Environmental Commission meeting will be held December 1, 2025.

COUNCILWOMAN FUSARO:
Councilwoman Fusaro reported Jane DeHaven stepped down on October 24, 2025, from the Board to be in her new position, the library will be closed December 15, 2025 for a sewer lateral replacement, the library website is being updated to a new platform, and the budget has been completed for next year with some upgrades in 2026. Councilwoman Fusaro also reported on how bad North Main Street looks.

COUNCILWOMAN ENGELHARDT:
Councilwoman Engelhardt reported a Parking Committee meeting will be held this week. Councilwoman Engelhardt also reported she attended the League of Municipalities last week and enjoyed specifically three sessions: the trends in downtown commercial quarters, the transportation, public transportation, and the one in particular that related to seniors and debt discounts for property taxes. She like the information on the Borough website. It was a specific program related for seniors that make less than 10,000 and veterans. Councilwoman Engelhardt reminded everyone about the turkey trot on November 27, 2025.

COUNCILMAN ARIAS:
Councilman Arias reported HPC will hold a Twilight House tour on December 6, 2026.

PUBLIC COMMENTS – SESSION I:
Tony Previt from Flemington Borough thanked Councilwoman Fusaro for taking a good hard look at some of our infrastructure abnormalities and deficiencies. Mr. Previt basically highlighted a few of the areas that needed some serious readjustment or work: some of the utility lines, overhead lines, etc. in that area have really have to be realigned with maybe Main Street, Park Avenue and Foran Boulevard. There's a lot of things that need attention. One specific thing I pointed out there along those lines was a basically an electrical situation with the poles on Little Park Ave where the transformers were probably 20 ft away from second floor windows, and if one of those transformers blew, you'd really have a problem. This goes along the lines of what he discussed with putting the main power structure down Foran and Park Avenue which is the main drag. He doesn't think there should be a heavy electrical infrastructure load facing the people that are sitting on their porch just looking at this maze of wires, telephone, electrical, transformers, etc. He has a stub hole in the rear of his yard between our two garages, which is hideous looking. There are power lines that go through my pin oak, it's a 60-foot-tall tree. There are two support wires that emanate from the last pole that's in front of my house and basically transverse my property. If my pin oak were to go over in a storm there'd be pretty much havoc along the lines of power outages, telephone lines, etc. He'd really like to have the owners involved take a serious look at the situation here because if

something's going to go down on the old Away property, possibly Steve's store, all this is going to have to be taken care of. Mayor Karrow stated the Planning Board will take note of this; the owner has not been to the Planning Board yet. They're going to have to come in at some point and that could be part of their hearing is to get that infrastructure moved but she can also call JCP&L government person and ask them to look at it and do a plan to move it at some point in the future.

APPROVAL OF MINUTES:

Regular Session October 14, 2025

A ***MOTION*** was made by Council Vice President Long to approve the minutes, seconded by Councilwoman Engelhardt with a vote of all ayes.

Executive Session October 14, 2025

A ***MOTION*** was made by Council Vice President Long to approve the minutes, seconded by Councilwoman Engelhardt with a vote of all ayes.

CONSENT AGENDA:

1. RESOLUTION 2025-198 – RESOLUTION APPROVING A REFUND FOR A DUPLICATE PAYMENT MADE ON BLOCK 2, LOT 45, QUALIFIER C0009

WHEREAS, on a property known as block 2, lot 45, qualifier C0009 a.k.a. 9 William Martin Way, a payment totaling $2,557.69 was made by RealSafe Title, LLC; and

WHEREAS, said payment was a duplicate payment made from proceeds of the sale of said property; and

WHEREAS, RealSafe Title, LLC has the responsibility of disbursing funds in accordance with the closing statement so a refund must be issued; and

WHEREAS, this refund is recommended by the Tax Collector.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that a refund in the amount of $2,557.69 be issued to REALSAFE TITLE, LLC and the records of the Tax Collector be accordingly adjusted.

2. RESOLUTION 2025-199 - RESOLUTION APPROVING A REFUND FOR A DUPLICATE PAYMENT MADE ON BLOCK 18, LOT 24

WHEREAS, on a property known as block 18, lot 24, a.k.a. 53A Broad St, a payment totaling $2,161.99 was made by All-Pro Title Group, LLC; and

WHEREAS, said payment was a duplicate payment made from proceeds of the sale of said property; and

WHEREAS, All-Pro Title Group, LLC has the responsibility of disbursing funds in accordance with the closing statement so a refund must be issued; and

WHEREAS, this refund is recommended by the Tax Collector.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that a refund in the amount of $2,161.99 be issued to ALL-PRO TITLE GROUP, LLC and the records of the Tax Collector be accordingly adjusted.

3. RESOLUTION 2025-200 - RESOLUTION APPROVING A REFUND FOR THE REDEMPTION OF TAX SALE CERTIFICATE ON BLOCK 37, LOTS 1, 2 & 6

WHEREAS, on properties known as block 37, lots 1, 2 & 6, a.k.a. 30 Fulper Rd, 4 & 18 Church St. tax sale certificates #24-00014, #24-00015 & #24-00016 were sold to RAM TAX LIEN FUND II LP on 10/21/24 for premiums of $1,300.00, $3,700.00 & $2,300.00; and

WHEREAS, redemption funds totaling $36,127.18, $68,697.80 & $26,294.77 have been received and processed by the Tax Collector.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that redemption funds in the amount of $138,419.75 be issued to RAM TAX LIEN FUND II LP and the records of the Tax Collector be accordingly adjusted.

4. RESOLUTION 2025-201 - RESOLUTION APPROVING A REFUND FOR THE REDEMPTION OF TAX SALE CERTIFICATE ON BLOCK 8, LOT 6

WHEREAS, on property known as block 8, lot 6, a.k.a. 11 E. Main St. tax sale certificates #25-00003 was sold to AMERICAN TAX LIEN FUND LLC on 9/29/25 for premium of $23,000.00; and

WHEREAS, redemption funds totaling $4,319.49 have been received and processed by the Tax Collector.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that redemption funds in the amount of $27,319.49 be issued to AMERICAN TAX LIEN FUND LLC and the records of the Tax Collector be accordingly adjusted.

A ***MOTION*** was made by Councilwoman Fusaro to approve the Consent agenda, seconded by Councilman Levitt and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

INTRODUCTION AND FIRST READING (OPEN TO THE PUBLIC)

5. ORDINANCE 2025-30 - AN ORDINANCE TO AMEND CHAPTER 22, GAS FRANCHISE WITH ELIZABETHTOWN GAS

WHEREAS, Elizabethtown Gas Company (formerly NUI Corporation), a corporation of the State of New Jersey and a public utility subject to the jurisdiction of the New Jersey Board of Public Utilities was granted Municipal Consent to construct, maintain, and operate a gas line for the distribution of natural and mixed gas throughout Flemington Borough pursuant to an Ordinance adopted on August 26, 1946;

WHEREAS, the Borough of Flemington has received, reviewed and considered additional information provided by Elizabethtown Gas and its request to extend the term of the Borough's Municipal Consent Ordinance; and

WHEREAS, the Borough Council has determined that it is reasonable and necessary for Elizabethtown Gas to continue to provide for construction, maintenance and operation of a gas line for the distribution of natural and mixed gas in the entire Borough; and

WHEREAS, the Borough of Flemington desires to extend the municipal consent to Elizabethtown Gas;

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Borough of Flemington, County of Hunterdon as follows:

1. Ordinance No. 94-1, Gas Franchise, is replaced in its entirety with the following Ordinance:

Section I. Grant of Municipal Consent.

Pursuant to N.J.S.A., 48:3-11, the Mayor and Borough Council of the Borough of Flemington hereby grant Elizabethtown Gas Company, a Corporation of the State of New Jersey (hereinafter "Elizabethtown") with principal offices located at 520 Green Lane, Union, New Jersey 07083, its successors and assigns, a nonexclusive consent, right and privilege for the use, without impairment of, or obstruction to the public use, of the roads, streets, parks, avenues, ways, and other public places

of the Borough of Flemington to construct, lay, maintain, and operate for a period of fifty (50) years, the necessary mains, conductors, pipes and concomitant appurtenances for the purpose of conveying, storing, supplying and distributing natural and mixed gas for heat, power, light and other purposes for public and private use and consumption, along in, or under the following described Service Area: all of the streets, avenues, alleys, parks, parkways, highways, or other public places within the Borough, and other public places that now exist or may be hereinafter be laid out by the municipal authorities of the said Borough or dedicated to said Borough.

Section II. Conditions on Grant of Municipal Consent.

The Municipal Consent granted herein is expressly conditioned upon the following:

(a) the written acceptance of Elizabethtown of the terms and conditions of this municipal Consent Ordinance within thirty (30) days of its final adoption.

(b) the New Jersey Board of Public Utilities (hereinafter "N.J.B.P.U.") approval of the Consent herein granted and the issuance of such other grants or approvals as determined by the N.J.B.P.U.

(c) Elizabethtown shall satisfy all Statutory requirements of N.J.S.A. 48:13-1 et seq. regarding the proper organization and operation of Public Utilities engaged in the distribution of natural and mixed gas, and shall remain subject to the jurisdiction of and comply with all Rules and Regulations of the United States Department of Transportation, Office of Pipeline Safety and the N.J.B.P.U. as well as the Ordinances of the Borough of Flemington.

(d) Elizabethtown shall construct and continuously maintain and operate its distribution line within the service area in a safe and efficient manner, and maintain such gas distribution lines in a state of good operation and repair and including all streets, roads, and public rights-of-way within the Borough of Flemington wherein its lines are located.

(e) the construction, operation and maintenance of the gas distribution system within the rights-of-way of the Borough of Flemington shall in no way place any obligation, financial or otherwise, or any liability of any kind, upon the Borough of Flemington and no obligation is to attach for the construction, operation and maintenance of the said gas distribution system to the Borough.

(f) any and all regulating pits and venting structures or like facilities shall not be located along the public rights-of-way comprising the Service Area.

(g) Elizabethtown Gas agrees to comply with all local laws of Flemington Borough.

Section III. Construction; Installation; Restoration.

A. Construction. In each and every case in which road openings or excavation of any nature are required or made for the purposes aforesaid, Elizabethtown shall restore, all such public and private lands or facilities to as good a condition as existed at the commencement of the said work or such better condition, at its sole cost and expense. All such openings and installation and maintenance shall be undertaken in strict compliance with the standards imposed by the N.J.B.P.U., any other regulatory agency, and all applicable Borough Ordinances, with such work to be done in a careful, prudent and workmanlike manner, and within such time limitations as shall be best for the proper safeguard of the public.

B. Relocation. If at any time during the period of this Municipal consent, the Borough of Flemington finds it necessary to alter or change the grade of any street, road or other public right-of-way or area, Elizabethtown shall, upon reasonable notice by the Municipality, remove and relocate its distribution line and pipes at the expense of Elizabethtown.

C. Restoration. In the event that Elizabethtown shall refuse or neglect, after ten (10) days' notice in writing by the representative of the Borough, to restore any disturbed area at its cost and expense, and in compliance with all applicable Municipal Ordinances in effect at the time, to its pre-existing or better condition, any street, road, pavement, driveway or other reserves after having made an opening or excavation, the necessary work to accomplish such restoration may be done by the Borough of Flemington, and thereafter, Elizabethtown shall be liable for the actual and necessary costs thereof, and shall immediately pay such costs to the Borough upon receiving notice thereof.

D. Preconditions to Undertaking Construction. Elizabethtown shall give to the Borough of Flemington, through its duly designated representative, written notice of its intention to open or excavate any street or other public place in accordance with the Borough of Flemington's Ordinance regulating the excavation and opening of streets, roads and highways, with the exception that such notice requirement shall be waived in the event of an emergent circumstance such that such emergency will affect public health or safety. As soon as practically possible after the occurrence of such emergent circumstance, Elizabethtown shall give prompt written notice to the Borough of any emergency opening or excavation that Elizabethtown shall undertake.

Section IV. Indemnification, Performance Bond, Liability.

A. Indemnification. Elizabethtown, its successors and assigns, by the acceptance of the grants, rights and privileges conferred by this ordinance, shall at all times and does hereby and will indemnify and hold harmless, the Borough of Flemington and all of its subsidiary agencies, officials and employees for any and all claims of whatsoever kind or nature arising from or relating to the construction, installation, maintenance, laying, repairing, inspecting, operation, existence, location, or altering of mains, conductors, pipes and appurtenances thereto, and any other facilities, and including, but not by way of limitation, any damages, penalties, costs, attorney's fees and charges for personal injury, property damage or otherwise, based upon Elizabethtown's negligence or the negligence of its agents, servants, employees or independent contractors.

B. Performance Bond. Prior to the commencement or any construction or installation under this Municipal Consent, Elizabethtown shall execute and deliver to the Clerk of the Borough and subject to prior review and approval by the Borough Attorney, a Performance Bond in the amount of $10,000.00 which Bond shall remain in place for the duration of the Consent given herein, shall guarantee the faithful performance of all of Elizabethtown's obligations and undertakings under this Ordinance, and shall be enlarged or renewed from time to time as the Council may require. This Bond shall be in addition to any Bonding Amount required by the Borough Engineer or his/her designee for each opening of a municipal street requested by Elizabethtown.

C. Liability Insurance. Elizabethtown agrees to maintain and keep in full force and effect, at its sole expense, and at all times during the terms and duration of this Municipal Consent, sufficient liability insurance naming the Borough of Flemington as an additional insured party, and insuring and indemnifying the Borough against any loss by any such claim, suite, judgment, execution or as follows:

(a) Elizabethtown shall carry Workman's Compensation Insurance with Statutory limits.

(b) Elizabethtown shall at all times, maintain a Comprehensive General Liability Insurance Policy with a single limit amount of $1,000,000.00 covering liability for any death, personal injury, property damage or other liability arising out of its construction and operation of the gas distribution systems herein and in addition, an excess liability (or "umbrella") policy in the amount of $3,000,000.00.

(c) Elizabethtown shall furnish to the Borough of Flemington a certified copy or Certificate of Insurance of each of the Policies as set forth herein.

Section V. Duration of Consent.

A. Term. The Municipal consent granted to Elizabethtown herein is for a period of fifty (50) years from the effective date of this Ordinance.

B. Public Hearing. Immediately prior to the fifty (50) year expiration of this Consent, the Borough of Flemington shall conduct public hearings regarding the performance of Elizabethtown with the terms of this Municipal Consent. The public hearing shall be duly advertised and shall provide any opportunity for all interested persons to participate.

C. Extension. Upon the conclusion of the public hearings as set forth herein, the Borough of Flemington shall consider such extension and such additional conditions as the record of the public hearings may warrant.

D. Notice of Proceedings. Elizabethtown shall give the Municipality timely written notice of at least fifteen (15) days in advance of all proceedings initiated by Elizabethtown or the N.J.B.P.U. or other Regulatory Agency, when such proceedings may affect the commitments, this Municipal Consent or relationship between Elizabethtown and the Municipality, whether or not such notice is required by law. All submissions provided to such Regulatory Agency by Elizabethtown shall also be provided to the Borough of Flemington.

Section VI. Severability.

If the provision of any article, section, subsection, paragraph, subdivision or clause of this Ordinance shall be judged invalid by any Court or Competent jurisdiction, such Order or Judgment shall not effect or invalidate this remainder of any such article, section, subsection, paragraph or clause, and, to this end, the provisions of this Ordinance are hereby declared to be severable.

Section VII. Effective Date.

This Municipal Consent Ordinance shall become effective upon adoption and publication according to law, and only upon written acceptance of this Municipal Consent by Elizabethtown, which written acceptance shall be filed with the Clerk of the Municipality within thirty (30) days of the date after which Elizabethtown receives notice of the passage of this Ordinance.

This Ordinance shall take effect immediately upon final adoption and publication according to law, and approval of the franchise hereby granted by the New Jersey Board of Public Utilities.

A ***MOTION*** was made by Council Vice President Long to open the Public Hearing, second by Councilwoman Engelhardt with a vote of all ayes.

There being no one from the public who wished to speak, Mayor Karrow closed the public hearing.

A ***MOTION*** was made by Council Vice President Long to close the Public Hearing, second by Councilwoman Engelhardt with a vote of all ayes.

A ***MOTION*** was made by Council Vice President Long to introduce the Ordinance as amended, second by Councilwoman Fusaro and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

Public Hearing will be held on December 8, 2025

INTRODUCTION OF ORDINANCES:

6. ORDINANCE 2025-31 – AN ORDINANCE AMENDING SECTION 7A-21 (RESIDENTIAL PERMIT PARKING – 24-HOUR) OF CHAPTER 7A (PARKING SCHEDULES) OF THE MUNICIPAL CODE OF THE BOROUGH OF FLEMINGTON TO INCLUDE PORTIONS OF SPRING STREET, BLOOMFIELD AVENUE, MAPLE AVENUE, WILLIAM STREET, AND COURT STREET IN THE TWENTY-FOUR HOUR RESIDENTIAL PERMIT PARKING ZONE

WHEREAS, the Borough Council wishes to add portions of Spring Street, Bloomfield Avenue, Maple Avenue, William Street, and Court Street to the twenty-four hour residential parking zone as enumerated in Schedule XXI of Section 7A-21 of the Borough's municipal code; and

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Flemington, in the County of Hunterdon, State of New Jersey, that Chapters 7 and 7A shall be amended to include new sections as follows:

SECTION I.

Section 7A-21 is hereby amended as follows (struck through portions are to be removed; bolded and underlined portions are to be added):

In accordance with the provisions of § 7-4.16, parking shall only be permitted by residential permit or by other applicable provision of the aforementioned section.

SCHEDULE XXI: RESIDENTIAL PERMIT PARKING (24-HOUR)		
Name of Street	**Sides**	**Location**
Bloomfield Avenue	**Both**	**From Spring Street to Broad Street**
Court Street	**Both**	**From Park Avenue to Main Street**
Maple Avenue	**Both**	**From Broad Street to Main Street**
Spring Street	**Both**	**Entire length**
West Road	Both	From North Main Street to Southerly Terminus of West Road
William Street	**Both**	**From Main Street to Broad Street**

SECTION II. If any part of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

SECTION III. Should any section, paragraph, sentence, or clause of this ordinance be declared unconstitutional or invalid for any reasons, the remaining portions of this ordinance shall not be affected thereby and shall remain in full force and effect and, to this end, the provisions of this ordinance are hereby declared severable.

SECTION IV. This ordinance shall take effect upon adoption and publication in the manner prescribed by New Jersey general law.

A ***MOTION*** was made by Councilwoman Fusaro to introduce the Ordinance, second by Councilwoman Engelhardt and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

Public Hearing will be held on December 8, 2025

REGULAR AGENDA:

7. RESOLUTION 2025-202 – RESOLUTION APPROVING MICHAEL CRISTODORO'S ACCUMULATED LEAVE PAY

WHEREAS Michael Cristodoro resigned from the position of Police Officer of the Borough of Flemington effective November 14, 2025; and

WHEREAS has been determined that he is due the following accumulated leave pay prorated for the year:

168.00	Vacation Hours @ $48.84 per hour = $8,205.12
8.25	Comp Hours @ $48.84 per hour = $ 402.93
$8,608.05	Total Due

BE IT RESOLVED by the Mayor and Council of the Borough of Flemington that the Chief Financial Officer be authorized to pay $8,608.05 to Michael Cristodoro for the paid time off that is due on the next payroll.

A ***MOTION*** was made by Council Vice President Long to approve the Resolution, seconded by Councilwoman Engelhardt and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

8. RESOLUTION 2025-203 – AMENDING RESOLUTION 2025-195 OF THE BOROUGH OF FLEMINGTON, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AWARDING AN ENGINEERING SERVICE AGREEMENT UNDER THE BOROUGH'S CURRENT CONTRACT WITH REMINGTON AND VERNICK ENGINEERS FOR ENGINEERING SERVICES IN SUPPORT OF VARIOUS INFRASTRUCTURE PROJECTS

WHEREAS, the Borough of Flemington has previously entered into an agreement with Remington and Vernick for engineering services under received bids in accordance with N.J.S.A. 19:44A-20.4 et seq. for professional services; and

WHEREAS, proposals from Remington & Vernick Engineers, 2059 Springdale Road, Cherry Hill NJ, 08003 have been received for planning and design services in support of the following projects to be funded by the New Jersey Water Bank (NJWB):

	PROJECT	DATE	AMOUNT
•	PFAS Removal Treatment – Four Facilities *(NJWB Project #1009001-011)*	Oct. 31, 2025	$967,790.00
•	Lead Service Line Replacement Program *(NJWB Project #1009001-014)*	Oct. 31, 2025	$162,820.00
•	Sanitary Sewer Improvements *(NJWB Project #S340440-09)*	Oct. 31, 2025	$183,100.00
•	Mine Street Roadway and Utility Improvements *(NJWB Project #1009001-012 & S340440-07)*	Oct. 31, 2025	$119,200.00
•	Main Street Roadway and Utility Improvements *(NJWB Project #1009001-013 & S340440-08)*	Oct. 31, 2025	$146,800.00

WHEREAS, Remington & Vernick Engineers has demonstrated that they have the necessary experience and qualifications to perform same; and

WHEREAS, Remington & Vernick Engineers has submitted proposals and have been awarded in accordance with the Fair and Open Process (NJSA 19:44A-20.4 et seq):

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Flemington, County of Hunterdon, State of New Jersey to formally enter into a Contract with Remington & Vernick Engineers, 2059 Springdale Road, Cherry Hill NJ, 08003

BE IT FUTHER RESOLVED that the proposals as indicated herein from Remington & Vernick Engineers in the total amount not to exceed $2,000,000 shall be approved upon the availability and certification of funds without further action by the Governing Body, and that no costs shall be incurred under this contract prior to approval of said proposal.

BE IT FUTHER RESOLVED that the certified copy of this Resolution shall be forwarded to the following:

1. Chief Financial Officer
2. Remington & Vernick Engineers, 2059 Springdale Road, Cherry Hill NJ, 08003

A ***MOTION*** was made by Councilwoman Fusaro to table the Resolution, seconded by Councilwoman Engelhardt and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

9. RESOLUTION 2025-204 – AMENDING RESOLUTION 2025-196 OF THE BOROUGH OF FLEMINGTON, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AUTHORIZING THE APPROVAL OF A GRANT APPLICATION AND EXECUTION OF LOAN AND GRANT CONTRACTS WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR VARIOUS INFRASTRUCTURE PROJECTS

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Flemington, County of Hunterdon, State of New Jersey formally approves the grant applications for the below listed projects (up to a maximum grant of $2 million):

- PFAS Removal Treatment – Four Facilities $967,790.00
  (I-Bank Project #1009001-011 / SAGE #WBTA2024-00053)
- Lead Service Line Replacement Program $162,820.00
  (I-Bank Project #1009001-014 / SAGE #WBTA2024-00056)
- Sanitary Sewer Improvements $183,100.00
  (I-Bank Project #S340440-09 / SAGE #WBTA2024-00055)
- Main St Roadway/Utility Improvements (Water) $ 73,400.00
  (I-Bank Project #1009001-013 / SAGE #WBTA2024-00057)
- Main St Roadway/Utility Improvements (Sewer) $ 73,400.00
  (I-Bank Project S340440-08 / SAGE #WBTA2024-00058)
- Mine St Roadway/Utility Improvements (Water) $ 59,600.00
  (I-Bank Project #1009001-012 / SAGE #WBTA2024-00059)
- Mine St Roadway/Utility Improvements (Sewer) $ 59,600.00
  (I-Bank Project S340440-07 / SAGE #WBTA2024-00060)

BE IT FURTHER RESOLVED that Public Works Director Michael Campion is hereby authorized to submit an electronic SAGE grant application identified above to the New Jersey Department of Environmental Protection on behalf of the Borough of Flemington.

BE IT FURTHER RESOLVED that Public Works Director Michael Campion is hereby authorized to sign the grant agreement on behalf of the Borough of Flemington and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

BE IT FURTHER RESOLVED that Public Works Director Michael Campion is hereby authorized to execute any and all documents , including amendments to the grant agreement that do not increase the Borough's obligation of $2,000,000.00.

A ***MOTION*** was made by Councilwoman Fusaro to approve the Resolution, seconded by Councilwoman Engelhardt and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

10. RESOLUTION 2025-190 – RESOLUTION APPOINTING JANE DEHAVEN AS ACTING LIBRARY DIRECTOR FOR THE PUBLIC LIBRARY

WHEREAS, the Flemington Free Public Library Board of Trustees recommends appointing Jane DeHaven to the part-time position as the Acting Library Director effective October 25, 2025.

THEREFORE, BE IT RESOLVED, that the Mayor and Council accept Resolution #2025-08 from the Flemington Free Public Library appointing Jane DeHaven in the part-time position as Acting Library Director.

THEREFORE, BE IT RESOLVED, that Jane DeHaven be appointed to the part-time Acting Library Director position effective October 25, 2025 at a rate of $40.00 per hour.

A ***MOTION*** was made by Councilwoman Fusaro to approve the Resolution, seconded by Councilman Levitt and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	No
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

11. RESOLUTION 2025-205 – RESOLUTION OF THE BOROUGH OF FLEMINGTON, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AUTHORIZING AN APPLICATION TO THE COMPLETE STREETS TECHNICAL ASSISTANCE PROGRAM

WHEREAS, safe, convenient, accessible, healthy, and environmentally and economically beneficial transportation for all users is a priority of the Borough of Flemington; and

WHEREAS, Complete Streets is a means to provide a comprehensive, integrated, connected multi-modal network of transportation options through planning, design, construction, maintenance, and

operation of new and retrofit transportation facilities along the entire right-of-way for all roadway users of all ages and abilities; and

WHEREAS, Complete Streets can provide many benefits, including:

- Improved safety for pedestrians, bicyclists, children, older adults, non-drivers and the mobility challenged as well as those who cannot afford a car or choose to live care free,
- Improved access to employment, education, residential, recreation, retail centers and public facilities,
- Local economic vitality,
- Access to the health benefits of physical activity,
- Improved stormwater management, and
- Reductions in transportation-related emissions; and

WHEREAS, when streets are not complete, the negative impacts on public health, safety, the economy and the environment are disproportionately borne by low-income and underserved communities.

WHEREAS, through the North Jersey Transportation Planning Authority's FY2026 Complete Streets Technical Assistance Program, planning-level technical assistance services will be provided to selected municipalities for a specific project related to advancing a Complete Streets initiative in their community; and

WHEREAS, although no direct funding is provided, selected municipalities will receive free direct technical assistance services to complete a specific task related to advancing a Complete Streets initiative in their communities.

THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Flemington, County of Hunterdon, State of New Jersey authorizes Council Member Trent Levitt to submit an application to the ***Complete Streets Technical Assistance Program*** to receive free direct technical assistance services to complete a specific task related to advancing Complete Streets, and also commits pertinent municipal staff to coordinate and collaborate with Sustainable Jersey, Voorhees Transportation Center and the North Jersey Transportation Planning Authority to support the successful and timely delivery of technical assistance services.

A ***MOTION*** was made by Councilman Levitt to approve the Resolution, seconded by Councilwoman Fusaro and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

12. RESOLUTION 2025-206 – RESOLUTION APPROVING CHANGES TO THE BOROUGH'S PERSONNEL POLICIES AND PROCEDURES MANUAL

WHEREAS, the Borough of Flemington maintains a Policies and Procedures Manual for Borough Employees which is subject to periodic updating and amendment; and

WHEREAS, the Borough Personnel Committee has reviewed and recommended the following changes to the Policies and Procedures Manual after consultation with the Borough's labor counsel; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, that the following modifications and changes to the Borough's Policies and Procedures manual are hereby adopted by the Borough and incorporated into the Manual effective the date of this Resolution:

OUTSIDE EMPLOYMENT:

The Borough's Policy for allowing outside employment is modified as attached with the incorporation of an outside employment Advisement Form.

CONFERENCES, SEMINARS, TRAINING AND CERTIFICATION COURSES:

The Borough policy for reimbursing employees for attending outside conventions, conferences and seminars is hereby amended as follows:

"Costs eligible for coverage by the Borough include registration, travel expenses, and the cost of lodging if the program requires participation in more than one (1) day in duration. The Governing Body may approve or disapprove all or part of the request for cost coverage. Approved requests for cost coverage may be made on either a direct payment or reimbursement basis. *Reimbursements for those employees who are shared with another municipality or who hold outside employment in another municipality of a like or similar position shall be prorated based upon the number of municipalities employing the individual. For example, an individual working in the Borough and another municipality may only receive 50% contribution towards their expenses from the Borough.* "

MILEAGE:

In the same manner as other reimbursements, the Borough policy for mileage reimbursement is amended to proportionately reimburse employees who are shared with another municipality or who hold outside employment in another municipality of like or similar position.

POLICY AGAINST HARASSMENT: (correct typographical error in section II of the current policy which references the Borough of Tenafly instead of Flemington.

Page 25 of the Manual references Sallie Graziano, Flemington Borough Clerk as the Borough HR Representative responsible for taking complaints. This should be amended to the Flemington Borough Clerk.

POSTING OF NOTICES:

This section of the Manual should be amended to state that "unless the Borough is required by law or Collective Bargaining Agreement to post job/position openings, the Borough retains the discretion to do so.

HOURS OF WORK:

This section of the Manual is amended to state that "any modification to an employee's work schedule shall be memorialized in writing and approved by the Council or employee's supervisor/department head.

HOLIDAYS:

Juneteenth is officially added to the list of Borough holidays in the Manual.

EMPLOYEE EVALUATIONS:

The Borough formally adopts the attached form to be utilized in employee evaluations/performance reviews.

A ***MOTION*** was made by Council Vice President Long to approve the Resolution, seconded by Councilwoman Fusaro and on Roll Call the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Abstain
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

PUBLIC COMMENTS – SESSION II:

Tony Previt from Flemington Borough asked if there was any feedback or progress made on a decision as far as replacement or whitewashing of the Agway building with the mural on it. Mayor Karrow stated it is private property. Mr. Prvitt stated it is an eyesore and garbage is all over.

APPROVAL TO PAY THE BILLS:
AUTHORIZING PAYMENT OF THE BILLS IN THE AMOUNT OF $385,432.02

A ***MOTION*** was made by Council Vice President Long to pay the bills. This Motion was seconded by Councilman Levitt and on Roll Call vote the following was recorded:

Councilman Arias	Yes
Councilwoman Engelhardt	Yes
Councilwoman Fusaro	Yes
Councilman Levitt	Yes
Council Vice President Long	Yes
Council President Parker	Yes

Motion carried.

EXECUTIVE SESSION:

BE IT RESOLVED, that the Mayor & Council will now convene in a closed session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to Section 7B of the Open Public Meetings Act.

1. PUBLIC SAFETY
2. POTENTIAL LITIGATION – ELECTRONIC SIGN

- It is unknown precisely when the matters discussed in this session will be disclosed to the public.
- Formal action may or may not be taken after the conclusion of the closed session.
- Matters concerning litigation may be announced upon the conclusion of any trial or settlement of the litigation. Other matters may be made public when the need for confidentiality no longer exists. Action will not be taken.

The Mayor and Council entered into Executive Session and a ***MOTION*** was made by Councilwoman Fusaro, seconded by Councilman Levitt with a vote of all ayes.

ADJOURNMENT:

A ***MOTION*** was made by Council Vice President Long to adjourn the meeting. and was seconded by Councilman Arias with a vote of all ayes.

ATTEST:

Carla Conner, Borough Clerk

Marcia A. Karrow, Mayor

Adopted: December 18, 2025