Mayor and Common Council
Borough of Flemington

SEPTEMBER 28, 2026
7:00 p.m.

Council Meeting Room
Flemington Borough Hall, 38 Park Avenue, Flemington, NJ 08822

I. CALL TO ORDER

II. FLAG SALUTE

III. OPMA STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of September 28, 2026, was included in a list-of-meetings notice sent to the *Courier-News* on January 5, 2026, posted on the bulletin board at Borough Hall on that date, and remained continuously posted as required. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Borough Clerk.

IV. ROLL CALL

Brandon Arias	Council Member
Susan Engelhardt	Council VP
Adrienne Fusaro	Council Member
Beth Herbert	Council Member
Trent Levitt	Council Member
Tony Parker	Council President
Marcia Karrow	Mayor

V. WORKSESSION – DISCUSSION ON SHADE TREE ORDINANCES 2026-15, 2026-16 & 2026-17

VI. MAYOR'S REPORT

VII. COUNCIL MEMBERS REPORTS

VIII. PUBLIC COMMENT - SESSION I

IX. APPROVAL OF MINUTES

Regular Session	September 14, 2026
Executive Session	September 14, 2026

X. CONSENT AGENDA

1. RESOLUTION 2026-156 - RESOLUTION APPROVING A REFUND FOR THE DUPLICATION OF A TAX PAYMENT ON BLOCK 8, LOT 25

2. RESOLUTION 2026-157 - RESOLUTION APPROVING A REFUND FOR THE TAX PAYMENT ON BLOCK 45, LOT 22

XI. INTRODUCTION OF ORDINANCES

3. ORDNIANCE 2026-15 - AN ORDINANCE AMENDING CHAPTER 10 "STREETS AND SIDEWALKS", SECTION 10-4 "SIDEWALK CONSTRUCTION AND MAINTAINANCE" OF THE BOROUGH CODE

4. ORDINANCE 2026-16 - AN ORDINANCE AMENDING CHAPTER 2 "ADMINISTRATION", SECTION 2-10 "SHADE TREE COMMISSION" OF THE BOROUGH CODE

5. ORDINANCE 2026-17 - AN ORDINANCE AMENDING CHAPTER 12 "LAND DEVELOPMENT DEFINITIONS" OF THE BOROUGH CODE, AND CHAPTER 16 "DESIGN AND PERFORMANCE STANDARDS", SECTIONS 1632 "LANDSCAPE STANDARDS" AND SECTION 1632.1 "PUBLIC ART" OF THE BOROUGH CODE

XII. PUBLIC HEARING

XIII. REGULAR AGENDA

6. RESOLUTION 2026-158 – RESOLUTION APPOINTING LAUREN CHRISMAN AS PART-TIME LIBRARY ASSISTANT-YOUTH & CHILDREN'S SERVICES AT THE FLEMINGTON PUBLIC LIBRARY

7. RESOLUTION 2026-159 – RESOLUTION APPOINTING HEIDI KAIVEN AS PART-TIME LIBRARY ASSISTANT-YOUTH & CHILDREN'S SERVICES AT THE FLEMINGTON PUBLIC LIBRARY

8. RESOLUTION 2026-160 - RESOLUTION AWARDING PS&S TO PREPARE THE GEOTECH REPORT FOR THE SALLY PORT AT THE POLICE HEADQUARTERS

9. RESOLUTION 2026-161 - AUTHORIZING EXECUTION OF A DEVELOPER'S AGREEMENT BETWEEN THE BOROUGH OF FLEMINGTON AND CENTRAL STATION, LLC REGARDING PLANNING BOARD APPROVALS FOR BLOCK 34, LOT 7 (37 MINE STREET)

10. RESOLUTION 2026-162 - RESOLUTION AUTHORIZING THE PERSON-TO-PERSON TRANSFER OF AN INACTIVE PLENARY RETAIL CONSUMPTION LIQUOR LICENSE #1009-33-002-008 FROM CYCLADES ASSOCIATES, LLC TO DRINKWATER SPIRITS, LLC AS A POCKET LICENSE

11. RESOLUTION 2026-163- RESOLUTION SUPPORTING THE BOROUGH OF FLEMINGTON PARTICIPATION IN THE AMERICAN PLANNING ASSOICATION NEW JERSEY CHAPTER Plan4HealthNJ GRANT PROGRAM AND ESTABLISHING A PUBLIC HEALTH AND A PLANNING TEAM: Plan4HealthFLEMINGTONBOROUGH

12. RESOLUTION 2026-164- RESOLUTION RECOGNIZING OCTOBER AS NATIONAL BREAST CANCER AWARENESS MONTH

XIV. PUBLIC COMMENT - SESSION II

XV. PAYMENT OF BILLS

AUTHORIZING PAYMENT OF BILLS IN THE AMOUNT OF $131,571.74

XVI. EXECUTIVE SESSION

for Any Other Applicable Matter Identified During the Regular Meeting (Action May Be Taken)

XVII. ADJOURNMENT

RESOLUTION #2026-156

RESOLUTION APPROVING A REFUND FOR THE DUPLICATION OF A TAX PAYMENT ON BLOCK 8, LOT 25

WHEREAS, a duplicate tax payment was made by James and Sharon Hill and they are requesting a refund.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that the refund of said payments be made per the details listed below:

Block 8 Lot 25 3 - Broad Street
James & Sharon Hill
3 Broad Street
Flemington, New Jersey
Amount: $3,508.23

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

CERTIFICATION

I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-157

RESOLUTION APPROVING A REFUND FOR THE TAX PAYMENT ON BLOCK 45, LOT 22

WHEREAS, taxes were incorrectly paid on Block 45 Lot 22, 6 Parker Avenue by Weichert Corporate and they are requesting a refund.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Flemington, County of Hunterdon, State of New Jersey that the refund of said payments be made per the details listed below:

Block 45 Lot 22 - 6 Parker Avenue
Weichert Corporate
1625 State Route 10
Morris Plains, NJ 07950
Amount: $3,837.58

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

CERTIFICATION

I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-158

RESOLUTION APPOINTING LAUREN CHRISMAN AS PART-TIME LIBRARY ASSISTANT-YOUTH & CHILDREN'S SERVICES AT THE FLEMINGTON PUBLIC LIBRARY

WHEREAS, the Flemington Free Public Library Board of Trustees is in need of a part-time Library Assistant-Youth & Children's Services; and

WHEREAS, the Flemington Free Public Library Board of Trustees recommends appointing Lauren Chrisman to the part-time position effective immediately.

THEREFORE, BE IT RESOLVED, that the Mayor and Council accepts Resolution #2026-09 from the Flemington Free Public Library appointing Lauren Chrisman as the part-time Library Assistant-Youth & Children's Services.

THEREFORE, BE IT RESOLVED, that Lauren Chrisman be appointed to the part-time Library Assistant-Youth & Children's Services position effective immediately for an hourly rate of $24.00.

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

CERTIFICATION

I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-159

RESOLUTION APPOINTING HEIDI KAIVEN AS PART-TIME LIBRARY ASSISTANT-YOUTH & CHILDREN'S SERVICES AT THE FLEMINGTON PUBLIC LIBRARY

WHEREAS, the Flemington Free Public Library Board of Trustees is in need of a part-time Library Assistant-Youth & Children's Services; and

WHEREAS, the Flemington Free Public Library Board of Trustees recommends appointing Heidi Kaiven to the part-time position effective immediately.

THEREFORE, BE IT RESOLVED, that the Mayor and Council accepts Resolution #2026-10 from the Flemington Free Public Library appointing Heidi Kaiven as the part-time Library Assistant-Youth & Children's Services.

THEREFORE, BE IT RESOLVED, that Heidi Kaiven be appointed to the part-time Library Assistant-Youth & Children's Services position effective immediately for an hourly rate of $24.00.

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

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I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-160

RESOLUTION AWARDING PS&S TO PREPARE THE GEOTECH REPORT FOR THE SALLY PORT AT THE POLICE HEADQUARTERS

WHEREAS, the Borough of Flemington is in need of a Geotech report for the Police Headquarters Sally Port project phase 2B; and

WHEREAS, it has been determined that the proposal from PS&S meets the requirements of the Borough.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Flemington authorize the Chief Financial Officer to process a purchase order in the amount of $14,050.00 to PS&S for Geotech Report ($8,050) and reimbursable expenses (not to exceed $6,000).

BE IT FURTHER RESOLVED that the Chief Financial Officer certifies that funds are available in G-02-534-120.

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

CERTIFICATION

I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-161

AUTHORIZING EXECUTION OF A DEVELOPER'S AGREEMENT BETWEEN THE BOROUGH OF FLEMINGTON AND CENTRAL STATION, LLC REGARDING PLANNING BOARD APPROVALS FOR BLOCK 34, LOT 7 (37 MINE STREET)

WHEREAS, Central Station, LLC ("Developer") is the owner of the premises known as Block 34, Lot 7; and

WHEREAS, the Developer obtained approval from the Planning Board for development of the site pursuant to a resolution dated June 25, 2024; and

WHEREAS, the Project will have a direct impact and effect upon the Borough, which impact is part of the reason for the need for the Developer's Agreement; and

WHEREAS, the purpose of these Agreements is to address the obligations of the Developer for the Project as delineated in the Resolution of Approval and the professional reports referenced therein; and

WHEREAS, the aforementioned Resolution anticipates and requires that the Developer enter into a Developer's Agreement with the Borough.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Flemington, County of Hunterdon and State of New Jersey that it hereby accepts the aforesaid Developer's Agreement with Central Station, LLC attached hereto and authorizes its Mayor and Clerk to execute said documents on behalf of the Borough of Flemington.

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

CERTIFICATION

I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-162

RESOLUTION AUTHORIZING THE PERSON-TO-PERSON TRANSFER OF AN INACTIVE PLENARY RETAIL CONSUMPTION LIQUOR LICENSE #1009-33-002-008 FROM CYCLADES ASSOCIATES, LLC TO DRINKWATER SPIRITS, LLC AS A POCKET LICENSE

WHEREAS, an application has been filed for a person-to-person transfer of Plenary Retail Consumption Liquor License #1009-33-002-008, currently issued to Cyclades Associates, LLC, to be held in an inactive pocket status by Drinkwater Spirits, LLC; and

WHEREAS, the application submitted has been deemed complete in all respects and the municipal transfer fees have been paid; and

WHEREAS, a thorough background and fingerprint investigation was conducted by Detective Corey Garrabrant and satisfactorily approved; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Flemington, County of Hunterdon, State of New Jersey, approves the person-to-person transfer of the aforesaid inactive Plenary Retail Consumption Liquor License to Drinkwater Spirits, LLC subject to the following condition:

1. The Liquor License Certificate shall be retained by the Borough Clerk in an inactive pocket status until the license is formally activated at an approved site via a separate Place-to-Place transfer or is further transferred.

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby directed to endorse the official license certificate to the new ownership as follows: "This license, subject to all its terms and conditions, is hereby transferred from Cyclades Associates, LLC to Drinkwater Spirits, LLC, effective September 28, 2026."

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby directed to transmit a certified true copy of this resolution to the Director of the New Jersey Division of Alcoholic Beverage Control and upload a copy directly to the NJ Department of Alcoholic Beverage Control Commission POSSE Portal.

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

CERTIFICATION

I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-163

RESOLUTION SUPPORTING THE BOROUGH OF FLEMINGTON PARTICIPATION IN THE AMERICAN PLANNING ASSOICATION NEW JERSEY CHAPTER Plan4HealthNJ GRANT PROGRAM AND ESTABLISHING A PUBLIC HEALTH AND A PLANNING TEAM: Plan4HealthFLEMINGTONBOROUGH

WHEREAS, the Borough of Flemington Mayor and Council strives to ensure every resident enjoys clean air and water, safe and healthy working and living environments, access to healthcare and healthy food, as well as essential daily services, and overall physical and mental well-being; and

WHEREAS, the Borough of Flemington Mayor and Council recognize that the health of residents is shaped by the social and structural determinants of health, including housing, transportation, environmental conditions, economic opportunity, and land use policy and planning decisions; and

WHEREAS, the Borough of Flemington Mayor and Council seeks to better understand health needs and conditions in the community and integrate public health and health equity considerations into municipal planning and land use decision-making; and

WHEREAS, the American Planning Association New Jersey Chapter has received a grant from the Robert Wood Johnson Foundation for Plan4HealthNJ to develop a framework that integrates public health and health equity into the process of preparing and updating municipal land use plans; and

WHEREAS, to improve health outcomes, the Borough of Flemington Mayor and Council has received a six-month $20,000.00 grant to end on March 31, 2027, to support its participation in the Plan4HealthNJ program and integrate public health and health equity into its land use planning processes and documents; and

WHEREAS, to support the Borough of Flemington's work to integrate health equity into its planning documentation, the Borough of Flemington Mayor and Council wishes to establish a Public Health and Planning Team: Plan4HealthFlemingtonBorough that includes but is not limited to municipal departments, elected officials, representatives from healthcare, agricultural and food security networks, education, transportation and mobility, environmental health and housing as well as other community organizations and residents interested in municipal planning and health;

NOW THEREFORE BE IT RESOLVED, by the Borough of Flemington Mayor and Council that the Mayor or Mayor's designee is authorized to sign a Grant Agreement and accept funding from the American Planning Association – New Jersey Chapter for participation in the Plan4HealthNJ program.

NOW THEREFORE BE IT FURTHER RESOLVED, we do hereby support Flemington Borough's involvement in the Plan4HealthNJ program, and we do hereby establish a Public Health and Planning Team: Plan4HealthFlemingtonBorough consisting of members who shall be residents or employees/consultants of the Borough of Flemington, and whose term of appointment shall be through March 31, 2027.

NOW THEREFORE BE IT Further RESOLVED, by the Borough of Flemington Mayor and Council that the following persons are hereby appointed to Plan4HealthFlemingtonBorough Public Health and Planning Team through March 31, 2027, are eligible to serve until replaced through an updated resolution, and have the authority to accept additional members of Plan4HealthFlemington Borough as needed and at their discretion:

- Jeffrey Doshna, PhD AICP - Planning Board Chair, Class IV Member of the Planning Board
- James T. Kyle/Beth McManus, PP/AICP - Kyle McManus Associates, Professional Planners and Planning Consultants
- Susan DM Engelhardt - Council Vice President, Class III Planning Board Member
- Justin Schlenger – Class IV Member of the Planning Board
- Mark Pabers - Alternate #4 Member of the Planning Board
- William J. Hance, CMFO, RPPS, QPA, CTC - Chief Financial Officer, Qualified Purchasing Agent
- Chief Jerry Rotella or Chief's Designee – Flemington Borough Police Department
- Andrea Smego, Borough of Flemington Resident
- Gabriela Bonnavent/Jennifer Thompson, MSW, CEO – United Way of Hunterdon County
- Kim Blanda, RN, BSN, BS – Hunterdon Health Director of Community Relations
- Karen DeMarco – Hunterdon County, Department Head, County Health Officer
- Christopher J. Phelan, President and CEO, Hunterdon County Chamber of Commerce

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

CERTIFICATION

I, Carla Conner, Borough Clerk of the Borough of Flemington, County of Hunterdon, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution duly authorized by the Mayor and Council on this 28th day of September, 2026.

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Carla Conner, Borough Clerk

RESOLUTION #2026-164

RESOLUTION RECOGNIZING OCTOBER AS NATIONAL BREAST AWARENESS MONTH

WHEREAS, Breast Cancer, the most common cancer among women, except for melanoma skin cancers, is the second leading cause of cancer death in women; and

WHEREAS,,the chance of developing invasive breast cancer at some time in a woman's life is about 1 in 8; and

WHEREAS, each year in the United States, about 270,000 women get breast cancer and 42,000 women die from the disease; and

WHEREAS, early detection and improved treatment are believed to have a direct correlation to the declining death rates from breast cancer; and

WHEREAS, the most effective method of detecting breast changes long before physical symptoms can be seen or felt is mammography, an "x-ray" of the breast; and

WHEREAS, breast cancer affects individuals and families throughout our communities, including those undergoing treatment, survivors, and those who have lost loved ones to the disease; and

WHEREAS, the Borough of Flemington Mayor and Council urges women to receive annual mammograms;

WHEREAS, the Borough of Flemington has been chosen as the headquarters for Pink Light Up, a statewide initiative kicking off Breast Cancer Awareness Month; and

WHEREAS, Wear It Pink day 2026 is on Friday, October 23, 2026.

THEREFORE, BE IT RESOLVED the Mayor and Council of the Borough of Flemington do hereby proclaim the Month of October to be National Breast Cancer Awareness Month, and do hereby emphasize the need for women to receive annual mammograms.

Adopted: September 28, 2026

ATTEST:

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Marcia A. Karrow, Mayor

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Carla Conner, Borough Clerk

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Carla Conner, Borough Clerk