BOROUGH OF HOPEWELL
BOROUGH COUNCIL REGULAR MEETING

THURSDAY, NOVEMBER 5, 2026 7:00 PM
VIA ZOOM VIDEO COMMUNICATIONS
Hybrid Zoom Meeting Link

Passcode: 715921
Or Telephone: +1 929 205 6099
Webinar ID: 890 1747 4776 Passcode: 715921

1. **Call to Order**
2. **Sunshine Statement/Flag Salute**
3. **Roll Call**
4. **Proclamations**
   a. Recognition of November 14th as Kindness Day
   b. Proclamation in Appreciation of Porchfest
5. **Discussion**
   a. Best Practices
   b. Dark Sky
6. **Reports: DPW and Water & Sewer**
   a. DPW Monthly Report
   b. Sewer Monthly Report
7. **Update - Water Sale Transition**
8. **Mayor - Council Liaison Reports**
9. **Borough Administrator Report**
   a. Borough Administrator - November Meeting Report
   b. ICMA Annual Conference Report
10. **Public Comments**

Meeting open to the public/**Motion** to Close Meeting to the Public
The Mayor and Council will take comments first from members of the public attending in person, then from members of the public attending the meeting via Zoom. Speakers will be limited to 5

minutes. No immediate action can be taken on any public comment issue.
To make a comment or ask a question during the meeting via Zoom, use the "raise hand" feature and you will be recognized when it is your turn to speak.

11. Minutes

a. Minutes - October 1, 2026 - Mr. Fuller abstaining due to absence.

12. Ordinances - Introduction and First Reading

a. Ord 919 - DPW Stipend

b. Ord 920 - Dark Sky

13. Ordinances - Final Reading and Public Hearing

14. Resolutions

a. 2026-78 Budget Transfers

b. 2026-79 Theater Liquor License - Hopewell Valley Arts Council

c. 2026-80 In Support of SRTS Application

15. Payment of Claims

a. Bill List

16. Public Comments

17. Adjournment

PROCLAMATION

IN RECOGNITION OF THE 2026 FIRST GRADE CLASS OF HOPEWELL ELEMENTARY SCHOOL, DESINATING NOVEMBER 14TH KINDNESS DAY IN THE BOROUGH OF HOPEWELL

WHEREAS, the 2026 First Grade Class of Hopewell Elementary will visit Hopewell Borough Hall to learn about local government; and

WHEREAS, the students are learning about the importance of civic engagement and how rewarding it can be; and

WHEREAS, the mayor and borough council appreciate the students coming to visit, the opportunity to talk to them about our local government and how they can participate in it; and

WHEREAS, one of the best ways we can engage with your community is to spread kindness;

NOW, THEREFORE, BE IT PROCLAIMED, on this 14th Day of November 2025, that the Borough of Hopewell designates November 14th as Kindness Day in the borough; and

NOW, THEREFORE, I, Ryan P. Kennedy, Mayor, Hopewell Borough do hereby proclaim and extend this recognition to the 2026 First Grade Class of Hopewell Elementary School.

IN WITNESS THEREOF, I have thereunto subscribed my name to be affixed this 14th day of November 2025.

_____

Mayor Ryan P. Kennedy
Hopewell Borough

PROCLAMATION IN APPRECIATION OF
HOPEWELL BOROUGH PORCHFEST

WHEREAS, Hopewell Borough Porchfest recently marked its sensational fourth annual celebration, bringing neighbors, families, and music lovers together for a vibrant town-wide day of music and community; and

WHEREAS, what began as an event created entirely from scratch has blossomed into one of the Borough's most cherished traditions, organically drawing out community members in droves to celebrate local culture, connection, and joy; and

WHEREAS, the success of this free event is a testament to the incredible community spirit of Hopewell Borough—highlighted by the warm hospitality of neighbors who generously opened their porches to host musicians and guests, with a special recognition of the delightful treats provided by Cynthia O'Connor and family; and

WHEREAS, behind this monumental day is a dedicated organizing committee whose year-round efforts—from early band recruitment via the website, to Jarrett Crawford thoughtfully pairing performers with as many as 15 porch locations and numerous bands—ensure a seamless and magical experience; and

WHEREAS, the organizers have further enriched the community by partnering with the Hopewell Arts Council to promote membership and the Chubby's Project to gather vital food donations for those in need;

NOW, THEREFORE, we do hereby extend our deepest appreciation and gratitude to the dedicated members of the Porchfest committee:

Jarrett Crawford
Jessica Mueller Snyder
Vincent Janoski
Sue Seferian
Christine Crawford

BE IT FURTHER RESOLVED that we celebrate the tremendous success of the fourth annual Porchfest in 2026, thank them for making it "always a fun day in the Borough," and look forward with great excitement to celebrating its fifth-year anniversary milestone next year!

Proclaimed with admiration and community pride in Hopewell Borough.

IN WITNESS THEREOF, I have thereunto subscribed my name to be affixed this 5th day of November 2026.

_____
Mayor Ryan P. Kennedy
Hopewell Borough

Best Practices Inventory Online Platform

Survey

Hopewell Borough

Printable Current Answers

001	Core Competencies	Budget
Pursuant to recently enacted P.L. 2025, c.185, calendar year municipalities must approve/adopt their introduced budgets no later than March 31/April 30 or the date of the next regularly scheduled governing body meeting thereafter (or, for State Fiscal Year municipalities, August 10/September 20 or the date of the next regularly scheduled governing body meeting thereafter). See Local Finance Notice 2026-05. Timely budget adoption helps a municipality avoid having to issue estimated tax bills or tax anticipation notes (TANs). Did your municipality introduce and adopt its current year budget no later than the above-referenced dates? This question may only be answered N/A if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.		[1.00] Yes
002	Core Competencies	Budget
As amended by P.L. 2025, c.185, N.J.S.A. 40A:5-12 requires the chief financial officer of each Calendar Year municipality to file the Annual Financial Statement (AFS) with the Division no later than March 10. The deadline remains August 10 for SFY municipalities. The law was also amended to allow the Director to issue a $100 per day penalty, payable by the CMFO, for failure to file. Did your municipality file its AFS with the Division by no later than the statutory deadline?		[1.00] Yes
003	Core Competencies	Budget
Pursuant to N.J.S.A. 40A:2-40, the chief financial officer in each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?		[1.00] Yes
004	Core Competencies	Budget
Ahead of the public hearing on the budget, did your municipality make a user-friendly section of its CY2026/SFY2027 introduced budget available to the public as required pursuant to N.J.A.C. 5:30-3.8?		[0.00] No Comment: The Borough provided the UFB at the time of the adoption of the budget.

005	Core Competencies	Budget
N.J.A.C. 5:30-7.4 disqualifies from local examination a municipality that has failed to submit to the Division the user-friendly budget section corresponding with the previous year's adopted budget. Has your municipality electronically submitted to the Division the User-Friendly Budget section of its adopted CY2024/SFY2025 and CY2025 budgets?		[1.00] Yes
006	Best Practices	Budget
Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5, and annually deposit appropriations into the fund? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.		[0.50] N/A Comment: The Borough does not offer payouts upon retirement
007	Best Practices	Budget
N.J.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Review LFN 2025-10 for further information. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?		[0.50] Yes
008	Best Practices	Budget
Does your municipality engage in long-term financial planning with 5-year budget projections and cash flow forecasts?		[0.50] Yes
009	Best Practices	Budget
A formal policy regarding municipal budget surplus (i.e. fund balance) is critical to making informed financial decisions, and the lack of a policy could lead bond rating agencies to downgrade your municipality's credit rating. In developing said surplus policy, the CMFO should analyze and explain at least a five (5) year trend of surplus, describing the factors causing each annual increase or decrease in order to develop a realistic and sustainable surplus policy. Has your municipality formally adopted a written policy that clearly states a specific unrestricted surplus amount or percentage of total revenue available to support its annual budget?		[0.50] Yes
010	Best Practices	Budget
Did your municipality's most recent adopted budget maintain a fund balance (surplus) of at least 20% of appropriations or higher? If you answered No, please state the reason(s) for this budgeting decision under Comments.		[0.50] Yes
011	Best Practices	Budget
Did your municipality's most recent adopted budget rely on one-time revenues in an amount at or below 10% of total revenues? If you answered No, please state the reason(s) for this budgeting decision under Comments.		[0.50] Yes

012	Best Practices	Budget
If your municipality answered No to Questions 10 or 11, has your municipality formulated a plan for reversing those practices in your municipality's next upcoming budget?		[0.50] N/A
013	Unscored Survey	Budget
If your municipality permits one or more classes of cannabis businesses, does your municipality impose a local cannabis tax pursuant to N.J.S.A. 40:48I-1?		[0.00] Yes
014	Core Competencies	Budget
If your municipality has authorized special emergency authorizations financed by Special Emergency Notes (N.J.S.A. 40A:4-55), is the municipality current on the mandatory annual redemption schedule of retiring at least one-fifth (1/5) of each note annually with no rollovers or renewals beyond the statutory five-year term?		[1.00] N/A
015	Core Competencies	Capital Projects
Any municipality having its own water system is required to adopt an annual capital budget and program reflecting the water infrastructure improvements listed on the annual Water Quality Accountability Act (WQAA) capital improvement report. The WQAA capital improvement report must be submitted to the Department of Environmental Protection (DEP) by no later than March 15. If your municipality has its own water system, does the capital budget and program reflect the capital projects listed in the annual WQAA report submitted to DEP that fall within the time period of the municipality's capital budget and capital program?		[1.00] Yes Comment: The Borough sold its water system in 2026
016	Core Competencies	Capital Projects
Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality does not have a capital budget and is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.		[1.00] Yes
017	Unscored Survey	Emergency Services
A disaster preparedness drill can help plan appropriate emergency responses for scenarios such as, but not limited to, natural disasters, active shooter, wildfires, and chemical spills. Has your municipality participated in a disaster preparedness drill involving local, county, and/or regional partners within the past year?		[0.00] No
018	Best Practices	Environment
Have one or more public electric vehicle charging stations been installed on municipal property?		[0.00] No

019	Best Practices	Environment
When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or altenative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles.		[0.00] No
020	Core Competencies	Ethics
The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2026 such that they were not issued a Notice of Violation (NOV) by the Local Finance Board? A "No" answer is permissible if the governing body members' NOV were rescinded by the Board. Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board.		[1.00] Yes
021	Core Competencies	Ethics
If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2026 roster but did not file the FDS by April 30, 2026? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board.		[1.00] N/A
022	Core Competencies	Financial Administration
Audit findings address areas needing improvement and ignoring these findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality's 2024 audit been identified in a corrective action plan and not been repeated in the 2025 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. If your municipality's 2025 audit is late, answer "No" and state "2025 audit not complete". Only answer "N/A" if there were no audit findings in the 2025 audit. If you did not answer no, please type "No Repeat Audit Findings" into the Comment Box.		[1.00] N/A Comment: The Borough had no findings in the 2025 Audit
023	Core Competencies	Financial Administration
At its July 2023 meeting, the Local Finance Board adopted an amendment to N.J.A.C. 5:30-8.2 that converted the previously suggested surety bond schedule for a CMFO to a mandatory minimum schedule. This change came into effect on January 1, 2024. See Local Finance Notice 2023-21 for further details and to view the exposure index. Through a blanket bond or an individual bond, does your municipality provide a fidelity bond with faithful performance coverage for the CMFO that meets at least the minimum schedule set forth in N.J.A.C. 5:30-8.2?		[1.00] Yes Comment: CFO is insured by Statewide

024	Core Competencies	Financial Administration
N.J.A.C. 5:30-5.7 requires municipalities to maintain a general ledger for not only the current fund, but also for all other funds, as well as post totals for all funds to the general ledger on at least a monthly basis and maintain required original books of entry in an electronic format. See Local Finance Notice 2024-09 for further details. Does your municipality maintain a general ledger for its current fund and all other funds in accordance with N.J.A.C. 5:30-5.7?		[1.00] Yes
025	Core Competencies	Financial Administration
Does your municipality post totals for all funds to the general ledger on at least a monthly basis?		[1.00] Yes
026	Core Competencies	Financial Administration
Does your municipality maintain required original books of entry in an electronic format?		[1.00] Yes
027	Core Competencies	Financial Administration
Regular cash flow analysis by a municipality's finance office is critical to maintaining essential services and ensuring fiscal solvency. The Government Finance Officers Association offers cash flow forecasting guidance at https://www.gfoa.org/cash-flow-forecasting. Does your municipality's finance office generate a cash flow report on at least a quarterly basis with administration and elected officials updated on the results?		[0.00] No Comment: Borough CFO will work with the GFOA to create a cash flow forecast
028	Core Competencies	Financial Administration
If your municipality received a legislative grant-in-aid from the FY26 State Budget, is your municipality 1) in compliance with all documentation and closeout requirements, 2) maintaining current agency information in SAGE, and 3) ensuring that the agency profile in SAGE does not lapse?		[1.00] Yes
029	Best Practices	Financial Administration
N.J.A.C. 5:30-8.3(a)(3) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, to provide a higher level of security for public funds, municipalities are encouraged to adopt the more stringent schedule for tax collector surety bonding specified in N.J.A.C. 5:30-8.3(a)(4). Has your municipality adopted the more stringent surety bonding schedule for tax collectors set forth in N.J.A.C. 5:30-8.3(a)(4) or higher?		[0.00] No
030	Best Practices	Financial Administration
N.J.A.C. 5:30-8.4 (a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 5:30-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted the more stringent surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 5:30-8.4(b) or higher?		[0.50] Yes Comment: Statewide provides the coverage of the court employees

031	Unscored Survey	Financial Administration

Has the federal government rescinded or suspended one or more municipal grants since the beginning of this year? If so, please list the affected grants in the Comments field. If not, insert "Answered No" in the Comments field.	[0.00] No Comment: no

032	Unscored Survey	Historic Preservation

Does your municipal land use ordinance provide for an historic preservation commission that is governed under N.J.S.A. 40:55D-107?	[0.00] No

033	Core Competencies	Insurance

The purchase of insurance coverage and consultant services is a limited exception to public bidding by virtue of being deemed an Extraordinary Unspecifiable Service (EUS) pursuant to N.J.S.A. 40A:11-5(a)(ii) and 40A:11-5(1)(m). See Page 3 of Local Finance Notice AU-2002-2 for further details. The standard EUS certification declaration is available at https://www.nj.gov/dca/dlgs/programs/lpcl_docs/Model_Forms/eus_letter.pdf. Do not submit the form to DLGS. If your municipality has procured insurance under the EUS exception to public bidding, has your municipality followed the procedural requirements of an EUS in doing so?	[1.00] N/A

034	Best Practices	Insurance

If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.	[0.50] N/A

035	Best Practices	Insurance

Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.	[0.50] N/A

036	Unscored Survey	Insurance

If your municipality offers non-SHBP employee health benefit coverage (excluding Rx and dental), did your municipality switch from SHBP to non-SHBP health benefit coverage within the past four (4) years?	[0.00] N/A

037	Unscored Survey	Insurance

What type of employee health benefit coverage (excluding Rx and dental) does your municipality currently offer?	[0.00] SHBP

038	Core Competencies	Lead Remediation

Subsection h. of N.J.S.A. 52:27D-437.16 requires each municipality to assess an additional fee of $20 per unit inspected for lead hazards and deposited into the Department of Community Affairs' Lead Hazard Control Assistance Fund established pursuant to N.J.S.A. 52:27D-437.4. Does your municipality assess and collect the above-reference $20 fee assessment for each lead inspection and send the proceeds to the Department of Community Affairs' Division of Housing & Community Resources for deposit into the Fund?	[0.00] No

039	Core Competencies	Lead Remediation

Have all rental dwellings that have experienced tenant turnover since July 2022 been inspected for lead prior to being re-occupied?	[0.00] No

040	Core Competencies	Personnel

For any current municipal officers and employees NOT required by contract or municipal policy to make health benefit contributions in the amounts specified by the Chapter 78 health benefit contribution grid (excluding Rx and dental), is your municipality requiring those employees to contribute at least 1.5% of base salary towards health benefits pursuant to P.L. 2010, c. 2? See Local Finance Notices 2010-12 and 2011-20R for further details. Answer N/A if all of your municipality's officers and employees are required by contract or municipal policy to contribute at least the amount required by P.L. 2011, c. 78 for health benefits.	[1.00] N/A

041	Core Competencies	Personnel

A retiree whose amount of contribution towards retirement health benefits was determined pursuant to the Chapter 78 grid shall contribute based on the Chapter 78 grid percentage corresponding with their retirement benefit amount. See LFN 2011-20R for further explanation. For those retirees whose health benefit contribution amounts must adhere to the Chapter 78 grid, is your municipality ensuring that retiree health benefit contributions are being made in the amount required pursuant to law?	[1.00] N/A Comment: The Borough does not provide Coverage for Retirees

042	Core Competencies	Personnel

Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee’s waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or $5,000. When calculating an employee’s waiver payment, the local unit must deduct the employee’s healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality’s healthcare waiver payments at or below the statutory maximum? “N/A” is only applicable where the municipality does not make payments in lieu of health benefits.	[1.00] Yes

043	Core Competencies	Personnel	
Has your municipality's chief financial officer, tax collector, and municipal clerk registered their most current e-mail addresses in GovConnect to allow continued receipt of EGG Notice broadcasts?			[1.00] Yes
044	Core Competencies	Personnel	
For all municipal officers and employees whose positions require a State-issued professional license or certification, does your municipality 1) maintain a list of all State- certified employees and the expiration dates of their licenses or certifications; and 2) require those officials to provide updated copies of their licenses or certifications as they are renewed?			[1.00] Prospective
045	Unscored Survey	Personnel	
Does your municipality currently have an unlicensed individual serving as an acting Municipal Clerk, temporary Chief Municipal Finance Officer, temporary Purchasing Agent, and/or a temporary Chief Public Works Manager? Select as many as are applicable or None of the Above.			
046	Unscored Survey	Personnel	
Does your municipality currently retain a chief financial officer through a professional services contract?			[0.00] No
047	Core Competencies	Procurement	
N.J.S.A. 34:1A-1.16 authorizes the New Jersey Department of Labor and Workforce Development (NJDOL) to create a list on its website, dubbed the Workplace Accountability in Labor List (The WALL), of any person found in violation of any State wage, benefit, and tax laws and against whom a final order has been issued by the NJDOL for such violation. A contract cannot be awarded to any contractor or vendor appearing on the WALL. Review LFN 2024-18 for further information. Is your municipality cross checking prospective vendor or contractor names against the WALL before awarding any contract over the quote threshold?			[1.00] Yes
048	Core Competencies	Procurement	
P.L. 2023, c. 138 requires public works contractor registration and payroll certification for public works projects to be completed online at https://njwages.nj.gov/. Contractors were required to be registered prior to August 15, 2024 with public entity registration strongly encouraged. Email njwagehubinfo@dol.nj.gov for assistance with registration. In addition to the NJ Wage Hub online requirements, certified payrolls shall continue to be submitted to the municipality in the manner and process that is consistent with each body’s previous receipt of certified payrolls (e.g. email, fax). Is your municipality registered with NJDOL's online certified payroll system?			[1.00] Yes
049	Unscored Survey	Procurement	
Has your municipality awarded a contract for financial consulting services within the past year?			[0.00] Yes

050	Core Competencies	Redevelopment

Upon the adoption of a resolution by a municipal governing body determining that a delineated area, or any part thereof, is an area in need of redevelopment or an area in need of rehabilitation, N.J.S.A. 40A:12A-6.b(5)(c) and 40A:12A-14.a require the municipal clerk to transmit a copy of the resolution to the Commissioner of the Department of Community Affairs for review. If the area in need of redevelopment or rehabilitation is not located in an area in which development or redevelopment is to be encouraged pursuant to any State law, the determination shall not take effect without first receiving the review and approval of the Commissioner. If the area in need of redevelopment or rehabilitation is located within an area in which development or redevelopment is encouraged pursuant to State law, the resolution shall take effect after the municipal clerk has transmitted a copy of the resolution to the Commissioner. Areas in Need of Redevelopment and Areas in Need of Rehabilitation are featured on the NJ Community Asset Map hosted on the Office of Local Planning Services webpage under "Available Data and Applications." Has your municipality submitted all resolutions designating areas in need of redevelopment or rehabilitation within the municipality to the DCA Commissioner?	[1.00] Yes

051	Core Competencies	Redevelopment

N.J.S.A. 40A:20-9(d) requires an urban renewal entity with which the municipality has a financial agreement for a payment in lieu of taxes (PILOT) under the Long-Term Tax Exemption Law to submit annually, within 90 days after the close of its fiscal year, its auditor's reports to the mayor and the governing body. Does your municipality enforce the annual submission of urban renewal entity audit reports and review those reports?	[1.00] N/A

052	Core Competencies	Redevelopment

For financial agreements under the Long-Term Tax Exemption Law (Long-Term PILOTs) that were entered into on or after July 9, 2003, N.J.S.A. 40A:20-12 requires municipalities to remit to the county five percent (5%) of each quarterly installment of the annual service charge paid by the urban renewal entity to the municipality. The county portion must be included with the quarterly tax installment paid to the county pursuant to N.J.S.A. 54:4-74. P.L. 2025, c.91 also requires a quarterly report of all Long Term PILOTs to which the county share applies to be filed with the county along with the required payment. See LFN 2025-12 for further information. Does your municipality pay over to the county its statutory share of each Long-Term PILOT entered into on or after July 9, 2003 and file the required quarterly report?	[1.00] N/A Comment: The Borough will remit the 5% county share and file the quarterly report once payments start

053	Core Competencies	Redevelopment

PILOTs can be a useful tool for economic development. However, municipalities must monitor PILOT agreements to ensure recipients comply with all agreement terms, particularly timely payment and reporting. Does your municipality have an official designated to monitor exemptions/abatements and ensure compliance with the PILOT agreement terms?	[1.00] Yes

054	Unscored Survey	Redevelopment

If your municipality has one or more PILOTs under the Long-Term Tax Exemption Law (NJSA 40A:20-1 et seq.), which municipal official is responsible for collecting the annual service charge? If selecting "Other", please list the official under Comments.	[0.00] N/A Comment: The Borough is working on a pilot. The CMFO will be responsible for the reporting.

055	Unscored Survey	Redevelopment

If your municipality has one or more PILOTs under the Long Term Tax Exemption Law (NJSA 40A:20-1 et seq.), does your municipality share with its school district(s) any portion of the annual service charge revenue generated from one or more PILOT agreements?	[0.00] No

056	Core Competencies	Shared Services & Consolidation

N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.	[1.00] N/A

057a	Unscored Survey	Shared Services & Consolidation

If your municipality currently provides a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendant to another municipality pursuant to a shared services agreement, please select one or more of the options provided and list under Comments each municipality (and the county in which that municipality is located) along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.	Comment: N/A

057b	Unscored Survey	Shared Services

If the answer to Question 57a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.	[0.00] N/A Comment: N/A

058	Unscored Survey	Tax Collection
What method does your municipality use to conduct its annual tax lien sale? If an online sale is used, please include the name of the vendor in the Comments. If an in-person sale, insert "in-person sale" under Comments.		[0.00] In-Person Sale Comment: In-Person Sale
059	Unscored Survey	Technology
Does your municipality routinely utilize an artificial intelligence (AI) platform in one or more of its departments?		[0.00] No
060	Unscored Survey	Transient Accomodations
Has your municipality authorized the issuing of licenses for rental of short-term transient accomodations (e.e. Airbnb, VRBO) pursuant to N.J.S.A. 40:52-1(n)?		[0.00] No
061	Unscored Survey	Transient Accomodations
Has your municipality established a municipal occupancy tax on hotel rooms or transient accomodation rentals pursuant to N.J.S.A. 40:48F-1 through 7?		[0.00] No
062	Core Competencies	Transparency
Signed into law on June 30, 2025, L. 2025, c.72 replaces the previous newspaper publication of legal notices with mandatory publication on the local government's website. A municipality shall make the complete text of each legal notice available on a dedicated legal notices webpage for at least one week from the date of initial posting or such other time period as may be required by law. See LFN 2026-01 for further information. Does your municipality maintain a prominent "Current Legal Notices" link conspicuously displayed on the homepage of its official website?		[1.00] Yes
063	Core Competencies	Transparency
Starting July 1, 2026, L. 2025, c.72 requires each municipality to maintain an archive on its official website for all legal notices that have been removed from conspicuous placement on its Current Legal Notices webpage. An archived legal notice must be maintained in the municipality's Internet archive for at least one year after being transferred from, its Current Legal Notices webpage. See LFN 2026-01 for further information. Does your municipality currently have an online archive for its legal notices?		[1.00] Yes
064	Core Competencies	Transparency
Are your municipality's codified and uncodified ordinances, including all current salary ordinances, posted on the municipality's website? Please provide the link to the webpage on which the ordinances are posted under Comments. If the answer is "No" type "Answered No" under Comments.		[1.00] Yes Comment: Ordinances - https://www.hopewellborc and-Pending-Ordinances

065	Core Competencies	Transparency
Does your municipality maintain on its website minutes and agendas, along with meeting dates, for the governing body, planning board, board of adjustment and all commissions? Please provide the link to the webpage on which the agendas and minutes are listed under Comments. If the answer is "No" type "Answered No" under Comments.		[1.00] Yes Comment: https://www.hopewellborc and-Minutes
066	Core Competencies	Transparency
Municipalities will need to implement ADA-compliant design principles for rendering links and notice content accessible to the visually impaired. The current Federal compliance deadlines are April 24, 2027 for municipalities 50,000 or more in population, and April 24, 2028 for municipalities of less than 50,000. See LFN 2026-01 for further information. Is your municipality working with its IT personnel/firm and legal counsel to ensure the compliance deadline is met?		[1.00] Yes
067	Core Competencies	Transparency
Does your municipality maintain on its website the previous three years of adopted budgets and the current year introduced or adopted budget, inclusive of the user-friendly budget section, as required pursuant to N.J.S.A. 40A:4-10? Please provide the link to the webpage on which the budgets are posted under Comments. If the answer is "No" type "Answered No" under Comments.		[1.00] Yes Comment: https://www.hopewellborc
068	Best Practices	Transparency
Does your municipality maintain on its website, in a location easily accessible to the public, the municipal master plan and the current and most immediate prior master plan elements (e.g. land use, housing, stormwater management plan, traffic, open space and recreation)? Please provide the link to the webpage on which the master plan information is posted under Comments. If the answer is "No" type "Answered No" in the comments.		[0.50] Yes Comment: Master Plan - https://www.hopewellborc Plan Stormwater - https://www.hopewellborc
069	Best Practices	Transparency
Does your municipality maintain on its website all current labor agreements, including memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements? Please provide the link to the webpage on which current labor agreements are posted under Comments. If the answer is "No" type "Answered No" under Comments.		[0.00] No Comment: NO The borough does not have a union
070	Best Practices	Transparency
Does your municipality maintain on its website the most recent annual financial statement (AFS) and annual audit, including any corrective action plan? Please provide the link to the webpage on which both are posted under Comments. If the answer is "No" type "Answered No" under Comments.		[0.50] Yes Comment: https://www.hopewellborc
071a	Core Competencies	Hospital Contributions
Does your municipality collect a community service contribution under N.J.S.A. 40:48J-1 from tax-exempt hospitals and satellite emergency care facilities located within your municipality?		[1.00] N/A

071b	Core Competencies	Hospital Contributions
If your answer to Question 71(a) was yes, is your municipality remitting 5% of the installment to the county pursuant to subsection d. of N.J.S.A. 40:48J-1?		[1.00] N/A

ORDINANCE NO. ____

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF HOPEWELL TO ADD DEFINITIONS AND REGULATIONS GOVERNING OUTDOOR LIGHTING, TO ESTABLISH A BOROUGH LIGHTING ZONE MAP AND LIGHTING STANDARDS TABLE, TO AMEND SIGN LIGHTING REGULATIONS, AND TO AMEND SITE PLAN LIGHTING STANDARDS

WHEREAS, the Borough of Hopewell is authorized under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., and its general police powers to regulate land use and development in order to protect the public health, safety, and welfare; and

WHEREAS, the Borough Council finds that the regulation of outdoor lighting is necessary and appropriate to conserve energy resources, reduce glare, light trespass, and skyglow, protect residential quality of life, preserve Borough character, and promote nighttime safety for motorists, bicyclists, pedestrians, and the general public; and

WHEREAS, the Borough Council acknowledges that the level of global light pollution in the form of sky glow and its measured 10% annual increase are documented[1] to adversely affect the health and welfare of humans, including Hopewell Borough residents and the environment; and

WHEREAS, the Borough Council further finds that excessive, misdirected, or improperly designed outdoor lighting may create nuisance conditions, intrude (or trespass) upon adjoining residential and nonresidential properties, diminish nighttime visibility by creating glare, adversely affect the nighttime environment, and contribute to the inefficient use of energy resources; and

WHEREAS, the Borough Council further finds that properly shielded fixtures, appropriate fixture placement and direction, and lower correlated color temperature lighting can reduce such impacts and provide clearer, more effective, and more responsible outdoor illumination; and

WHEREAS, the Borough Council further finds that the establishment of lighting standards, lighting zones, and related review procedures within the Borough Code will promote clarity, consistency, and enforceability and will allow such standards to be administered in a manner consistent with the Borough's existing zoning, sign, site plan, and administrative framework; and

WHEREAS, the Borough Council therefore finds it appropriate to amend Chapters 12 and 13 of the Code of the Borough of Hopewell to establish definitions, standards, map attachments, and review procedures governing outdoor lighting within the Borough.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Hopewell, in the County of Mercer and State of New Jersey, that the Code of the Borough of Hopewell is hereby amended as follows: (See Note 1)

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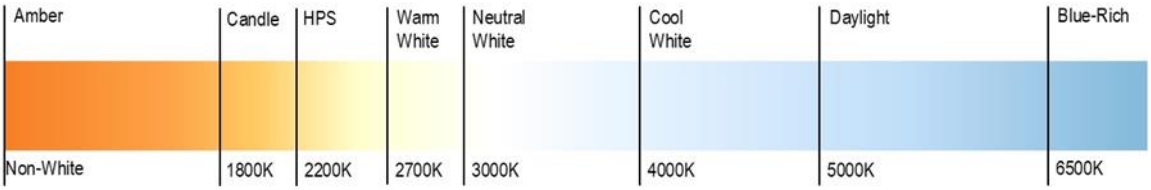
[1] Christopher C. M. Kyba *et al.,* "Citizen scientists report global rapid reductions in the visibility of stars from 2011 to 2022." *Science* **379**,265-268 (2023). DOI:10.1126/science.abq778.

Section 1. Chapter 12, Article 4, Definitions, § 12-4, is hereby amended to add the following definitions:

CORRELATED COLOR TEMPERATURE (CCT)
The color appearance of light emitted by a lamp or luminaire, expressed in degrees Kelvin (K).



FULLY SHIELDED
A luminaire designed, installed, or shielded so that no light is emitted at or above a horizontal plane passing through the lowest light-emitting part of the luminaire.

ILLUMINANCE
The amount of light falling on a surface, measured in lux or footcandles.

LIGHT POLLUTION
Artificial outdoor light that is excessive, misdirected, or unnecessary, including glare, light trespass, and skyglow.

LIGHT TRESPASS
Light emitted by a luminaire that shines beyond the property line onto another property or public right-of-way.

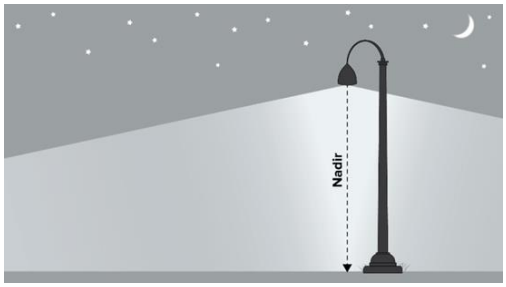
LIGHTING ZONE
A mapped area of the Borough to which specific outdoor lighting standards apply based on the character and context of the area. (See Note 2)

LUMEN
A unit used to measure the amount of light emitted by a lamp or luminaire.

LUMINAIRE
A complete lighting unit, including the lamp or light source and all components used to distribute, filter, or direct the light.

LUX
The metric unit of illuminance.

NADIR
The point directly below a luminaire, measured along the vertical downward axis.



NON-ESSENTIAL LIGHTING
Outdoor lighting not necessary for safe pedestrian or vehicular movement, emergency response, or the minimum security of persons or property, including but not limited to landscape lighting, decorative lighting, façade lighting, and lighting for unoccupied recreational areas. Lighting primarily for safety and secondarily for aesthetics is considered essential, for example, properly shielded and properly colored pathway lighting. Lighting primarily for aesthetics is considered non-essential, for example up-lights on trees, shrubs, architectural features including houses, statues and fountains. (See Note 3)

RESIDENTIAL OUTDOOR LIGHTING
Outdoor lighting used in single- and multiple-family dwellings including two-family homes, apartment buildings and buildings with residential apartments.

~~**SEASONAL LIGHTING**~~
~~Temporary decorative lighting used in connection with holidays or seasonal events and not intended to provide general site illumination.~~

SAFETY or SECURITY LIGHTING
Lighting intended solely to promote the safety of persons or the security of property for example as used around homes or businesses during the night or after hours in shops to light interior displays. (See Note 4)

SHIELDING
A device, fixture design, or other method used to block or redirect light to reduce glare, skyglow, or light trespass.

Section 2. Chapter 12, Article 5, General Provisions, is hereby amended to add a new § 12-5.9, entitled "Outdoor Lighting Regulations," to read as follows:

§ 12-5.9 Outdoor Lighting Regulations

a. Purpose. The purpose of this section is to regulate outdoor lighting in order to conserve energy, reduce glare, light trespass, and sky glow, protect residential quality of life, preserve Borough character, and promote public health, safety, and welfare.

b. Applicability.

1. The provisions of this section shall apply to all new outdoor lighting fixtures and replacement outdoor lighting fixtures, regardless of owner or operator, installed after the effective date of this section, except as otherwise expressly exempted herein.
2. Outdoor lighting installed as part of any application for development subject to site plan, subdivision, variance, conditional use, or other land use approval shall also comply with Chapter 13, Site Plan Review, and any other applicable provisions of this Code.
3. Existing lawfully installed outdoor lighting in existence on the effective date of this section may remain, but any replacement fixture shall comply with this section.

c. Lighting zones.

1. Outdoor lighting shall comply with the standards applicable to the Lighting Zone in which the property is located, as shown on the Borough Lighting Zone Map and Borough Lighting Standards Table adopted as attachments to Chapter 12. (See Note 2)
2. Where a lot is located in more than one Lighting Zone, the applicable Lighting Zone shall be determined based on the primary use of the property.
3. Residential lumen limits shall be as set forth in the Borough Lighting Standards Table. (See Note 5)

d. General standards.

1. Outdoor lighting shall be arranged and shielded so as to minimize glare, skyglow, and light trespass onto adjacent properties and public rights-of-way.
2. Unless otherwise specifically exempted, luminaires emitting more than 1,000 lumens shall be fully shielded and shall emit none of their total lumen output above 90 degrees from the nadir. (See Note 6)
3. Directional luminaires used for façade, architectural, or sign illumination shall be aimed and shielded so that the light source is not visible from adjoining properties, pedestrian ways, roadways and so that light does not extend beyond the illuminated surface.
4. Festoon string lighting shall be permitted where no individual lamp emits more than 50 lumens and the lumen density of the string does not exceed 25 lumens per linear foot.
5. Luminaires activated by motion detection shall automatically turn off, or return to a dimmed state, not more than five minutes after motion is no longer detected.
6. Unless otherwise specifically permitted herein, the maximum correlated color temperature for outdoor luminaires shall be 2700 K.

e. Residential outdoor lighting standards.

1. Lighting for residential use shall not exceed the lumen limits established in the Borough Lighting Standards Table for the applicable Lighting Zone.
2. Light trespass leaving residential property shall not exceed 1.0 lux measured at the property line, 5 feet or higher above grade level, using a calibrated light meter.
3. Non-essential outdoor lighting shall be extinguished after 12:00 midnight for the duration of the night. Outdoor lighting operated by motion control is exempt from curfew. (See Note 7)

f. Nonresidential outdoor lighting standards.

1. Outdoor lighting on nonresidential property shall be designed so that light trespass onto any adjoining residential property or public right-of-way does not exceed 1.0 lux measured vertically at the property line at a height of five feet or higher above grade using a calibrated light meter.
2. Non-essential lighting, including landscape, decorative, and façade lighting, shall be extinguished at the later of 11:00 pm or one hour after close of business. Safety and security lighting may remain illuminated subject to the standards of this section.
3. Safety and security lighting may remain illuminated during nighttime hours, provided that it is shielded and directed to minimize glare and trespass.
4. Interior lighting visible through windows and used for security shall be dimmed after 11:00 pm or close-of-business unless the space is occupied. (See Note 4)

g. Temporary exemptions.

1. Temporary lighting for special events, festivals, civic events, or similar activities may be permitted by the Borough pursuant to any applicable permit process, provided that such lighting is limited in duration and is arranged to meet requirements on glare and light trespass and conform to nighttime curfew of the earlier of 1 hour after activities end or 11:00 pm. (See Note 4)
2. Temporary lighting used by police, fire, emergency, utility, or other public safety personnel in the performance of official duties shall be exempt.
3. Historic-style fixtures may be permitted where approved as part of a lawful historic review process, provided that the fixture is designed and installed to comply with the intent of this section to the maximum extent practicable including stated requirements on shielding, color temperature, brightness, glare and trespass. (See Note 8)

h. Prohibited lighting.

1. Beacons, searchlights, and strobe lighting are prohibited, except for emergency use by authorized public safety personnel.
2. Outdoor lighting shall not be installed or operated in a manner that creates confusion with traffic-control devices or otherwise interferes with the safe movement of vehicles, bicyclists, or pedestrians.
3. Mercury vapor fixtures are prohibited for new installation or replacement.

i. Relationship to other Code provisions.

1. Where sign lighting is involved, the provisions of § 12-17A shall also apply.
2. Where site plan or subdivision approval is required, the provisions of Chapters 11 and 13 shall also apply.
3. Where two provisions of this Code regulate the same lighting condition, the more restrictive provision shall control.

4. Nothing in this section shall be construed to supersede any applicable federal or state law, regulation, permit condition, safety requirement, or duly authorized governmental standard. Where the provisions of this section conflict with any such applicable federal or state requirement, the federal or state requirement shall control.

Section 3. Chapter 12, Article 9, Administration, is hereby amended to add a new § 12-9.4, entitled "Outdoor Lighting Review," to read as follows:

§ 12-9.4 Outdoor Lighting Review

a. Compliance with § 12-5.9 shall be reviewed by the Zoning Officer as part of zoning permit review under § 12-9.1, and by the appropriate reviewing board where site plan, subdivision, variance, conditional use, or other land use approval is required.

b. Applications involving new or replacement outdoor lighting fixtures may be required to submit lumen data, correlated color temperature information, and shielding information, and such other information reasonably necessary to determine compliance with § 12-5.9 and other applicable provisions of this Code.

c. Appeals from decisions of the Zoning Officer under this section shall proceed in accordance with Chapter 10A and applicable law.

Section 4. Chapter 12, Article 10, Establishment of Zones; Map and Boundaries, is hereby amended to add new attachments entitled:

Attachment 6 - Borough Lighting Zone Map
Attachment 7 - Borough Lighting Standards Table

Such attachments shall be adopted and maintained as part of Chapter 12 and shall establish the applicable Lighting Zones and residential lighting standards referenced in § 12-5.9. Where a lot is located in more than one Lighting Zone, the applicable Lighting Zone shall be determined based on the primary use of the property. (See Notes 2 and 5)

Section 5. Chapter 12, Article 17A, Sign Regulations, § 12-17A.7, Design Standards, is hereby amended to add the following provisions:

k. All illuminated signs shall be externally illuminated only. Internally illuminated signs, including LED array signs, are prohibited. Signs shall be illuminated from above and not from within. Luminaires shall be distributed, aimed, and shielded so that the light emitted is directed to the face of the sign and does not extend beyond the sign into the night sky or onto adjoining properties.

l. Illuminated signs shall be turned off at the later of 11:00 pm or 1h after close-of-business.

m. Notwithstanding § 12-17A.8, any internally illuminated sign lawfully existing as of the effective date of this ordinance may continue and may be maintained in its existing form. Any

replacement, enlargement, structural alteration, or new sign installed after the effective date of this ordinance shall comply with this section and shall not be internally illuminated.

n. The luminance of an illuminated sign shall not exceed an average luminance of 30 candelas per square meter.

Section 6. Chapter 13, Site Plan Review, § 13-3.3, Design Standards, is hereby amended to add or revise the lighting subsection to read as follows:

k. Lighting.

1. **General.**
   Outdoor lighting provided as part of any application for development shall be arranged and designed to provide adequate illumination for safety and site function while minimizing glare, skyglow, and light trespass onto adjoining properties and public rights-of-way.

2. **Compliance with Chapter 12.**
   All outdoor lighting associated with an application for development shall comply with Chapter 12, § 12-5.9 Outdoor Lighting Regulations, including the applicable Lighting Zone standards, unless a more restrictive standard is imposed as part of site plan approval. Where a sign is illuminated, the provisions of § 12-17A shall also apply.

3. **Submittal requirements.**
   In addition to other information required under this chapter, the approving authority may require submission of fixture cut sheets, mounting details, lumen output, correlated color temperature, shielding information, and photometric data sufficient to demonstrate compliance with this chapter and Chapter 12. For major applications, for major land use approval, or where warranted by the nature of the proposed lighting, the approving authority may require a lighting plan showing fixture locations, mounting heights, illumination levels, and light trespass at property lines. The plan must use standards established by the Illuminating Engineering Society (IES), a recognized standards body in the field of lighting using the standards current on the date of enacting of this ordinance. For the purpose of this ordinance, IES standards ensure safety and convenience for each type of outdoor lighting task.

4. **Shielding and direction.**
   Outdoor lighting shall comply with the shielding and distribution requirements of Chapter 12, § 12-5.9. Directional luminaires used for façade, architectural, parking, pedestrian, or sign illumination shall be aimed and shielded so that the light source is not visible from adjoining properties, pedestrian ways, roadways, or building windows and so that light is confined to the intended area to the maximum extent practicable.

5. **Glare and light trespass.**
   Lighting shall be arranged to avoid direct glare and objectionable spillover onto adjoining properties and public rights-of-way. Unless otherwise specifically permitted by this Code, light trespass onto adjoining residential property or a public right-of-way shall not exceed

1.0 lux measured vertically at the property line at a height of five feet or higher above grade, facing the light source.

6. **Correlated color temperature.**
   Unless otherwise specifically permitted by this Code, the maximum correlated color temperature for outdoor luminaires shall be 2700 K.

7. **Light levels.**
   Unless otherwise specifically permitted by this Code or required by applicable federal or state law, lighting installed for an outdoor use shall not exceed the light level recommended by the applicable IES lighting standard, or a state-approved alternate, as in effect on the date of adoption of this ordinance.

8. **Controls and nighttime operation.**
   Non-essential lighting, including decorative, landscape, and façade lighting, shall be extinguished during nighttime hours; provided, however, that for a business or other nonresidential use lawfully operating after 11:00 p.m., such lighting shall be extinguished not later than one hour after the close of business. Safety and security lighting may remain illuminated subject to the standards of Chapter 12.

9. **Site plan conditions.**
   The approving authority may impose reasonable conditions concerning fixture type, mounting height, shielding, hours of operation, illumination levels, buffering, and related matters necessary to ensure compliance with this chapter and Chapter 12 and to protect adjoining properties and the public welfare

(See Note 9)

Section 8. Repealer.
Any ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 9. Severability.
If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 10. Effective Date.
This ordinance shall take effect following final passage, publication according to law, and filing with the Mercer County Planning Board where required by law.

INTRODUCED:

PUBLISHED:

ADOPTED:

INTRODUCED BY:

ATTEST:

_____	_____
Regina Toth	Ryan Kennedy
Hopewell Borough Clerk	Mayor

Notes to members of Hopewell Borough Council

Notes to Borough Council, highlighted through the text of the ordinance

1. In the future, Hopewell Borough can issue a policy statement in the form of a Resolution stating its desire and need to align the lighting characteristics of roadway and area lighting, owned and operated by PSE&G, with the requirements of this ordinance, particularly specifying a color temperature to not exceed 2700K.
2. A map of Hopewell Borough to accompany this ordinance will indicate two separate lighting zones called LZ1 and LZ2. For example, LZ2 will include E Broad St and W Broad St from approximately Mercer St to N and S Elm St and the business portions of Mercer St and Seminary St. Other areas could be included but not Railroad Place or Somerset St. The zones are exemplified as follows. Examples are LZ1 where lighting might disturb the flora and fauna of the area, where human vision is adapted to lower light levels in and around residences and where lighting may be used for safety, security and/or convenience but is not necessarily uniform or continuous and is subject to regulation and curfews; and LZ2, where human vision is adapted to moderate light levels in and around a combination of residences and commercial establishments and where lighting may be used for safety, security and/or convenience but is not necessarily uniform or continuous and is subject to regulation and curfews.
3. Non-essential use and temporary exceptions have specific meanings and intents as set out in the definition of non-essential and in Section 12-5.9g. A test for non-essential is whether the light is needed for the safety of pedestrians, cyclists or drivers. For example, walkway lighting that is aesthetically pleasing but provides safe passage for residents is not considered non-essential but light that accents trees, shrubbery or architectural features and does not provide a measure of safety is considered non-essential. Decorative lighting is considered non-essential. An example of a temporary exception would be lighting for an event. The question of seasonal or holiday lighting of any kind has been avoided but leaves open questions. For example, what about string lights on the eaves of one house that shine into the bedroom window of another, were originally mounted for a holiday but remain lit long after the holiday has passed. Non-essential and temporary lighting are subject to lighting curfews dependent upon whether they are residential or commercial.
4. The question of commercial Security Lighting arises in the context of store displays that are lit at night, shining light beyond the commercial property. Section 12-5.9f.4 requires that such displays be dimmed to a fraction of their brightness after curfew of the later of 11:00 pm or one hour after close-of-business to reduce light trespass and light that shines upward. What fraction? 70% of full value? Leave it up to the shopkeeper?
5. A table will accompany the ordinance providing a total lumen cap for residential properties in either zone LZ1 or LZ2. The table specifies the total lumens for a residential property of a given area for a given zone and was taken from DarkSky International's 2024 lighting ordinance template. A question of whether the area of a property is determined on per-parcel or per-dwelling number is resolved as granting the greater of the two. An example will be listed in the caption of the table as follows.
    a. For multifamily housing, allowable lumens shall be the greater of the per-dwelling or per-parcel basis provided in the Borough Lighting Standards Table. In LZ1, for example, a 120-dwelling combination of town homes and apartments on a 3.26-acre parcel is allocated 13000 lumens on a per-parcel basis. This multifamily complex averages less than 2100 square feet per dwelling, for which each is allocated 850

lumens totaling 102000 lumens for the complex on a per-dwelling basis. Therefore, the greater allocation for this complex of 102000 lumens is made on a per-dwelling basis. An example with a different outcome in LZ2 is a 6-dwelling building on a 12,000 square foot lot that also averages less than 2100 square feet per unit for which each is allocated 1500 lumens totaling 9000 lumens. But on a per-parcel basis, this building is allocated 10400 lumens. Therefore, the greater allocation of 10400 lumens is made in this second case on a per-parcel rather than per-dwelling basis.

   b. Testing of residential properties in Hopewell Borough against the lumen caps listed in the table will answer the question of whether the caps are reasonable for our needs. If necessary, the table will be amended but it is the table used in communities that adopt DarkSky International's recommendations.

6. Nadir as defined is the direction straight down from the light. Therefore 90 degrees from the nadir defines a horizontal plane through the light. Any light emitted above this plane ends up going upward, which is not allowed by a fully shielded luminaire. If needed, the diagram accompanying the definition of nadir will be augmented to show the horizontal plane in question.
7. Lighting curfews are established for residential and commercial properties. For consistency throughout the ordinance, residential curfews are 12 midnight while commercial curfews are the later of 11:00 pm or 1 hour after close-of-business (CoB), subject to Council's approval Some municipalities like Hopewell Township use 10:00 pm. The Council can consider a variety of options, for example, residential curfews of 11:00pm, midnight, 1:00 am, etc. and commercial curfews of the later of 11:00 pm or one hour after CoB or the simply one hour after CoB, etc. Those curfews represented in this draft of the ordinance are meant as guidance to the Council but are consistent for residential and for commercial lighting. In 12-5.9g.2 is the option of choosing a curfew time for temporary exception events, for example, 11:00 pm or 12 midnight where the curfew would be the earlier of this set curfew and one hour after the end of the event. (Council: you can find the listed curfews by searching the document for '11:00' and/or '12 midnight'.)
8. The Historic Commission has a say in the lighting of historic-style fixtures. The Historic Commission has informally agreed that updating the lighting in historic-style fixtures to meet the requirements of this ordinance, particularly in color temperature, is acceptable if it is practical.
9. This Note marks the spot where a paragraph on Enforcement can go since to be effective, an ordinance must have teeth. The Borough has a standard enforcement paragraph. However, it lists harsh penalties and fines that are inappropriate for lighting violations. Therefore, a solution to enforcement must be designed, remembering that the ordinance only deals with lighting installed after enactment, the rest being grandfathered. The Council is invited to contribute a solution to enforcement of the ordinance.

BOROUGH OF HOPEWELL

DEPT. OF PUBLIC WORKS

MONTHLY REPORT FOR OCTOBER 2026

The following tasks were completed by the DPW during the month of October:

- Grass cutting (Borough properties)
- Brush/Lawn bag collection Final brush collection for 2026. We'll continue with lawn bag collection
- Converted dump truck over for leaf collection
- Began leaf collection
- Cleaned storm drains as needed
- Planted 5 trees on East Prospect St. and 1 tree on Ege Ave.
- Assisted with watering flowers planted by the garden club
- Line striping on North Greenwood Ave.
- Spread new playground mulch at the playground in Hopewell Park
- Hung dedication plaque at RR Station
- Weekly garbage/recycling collection, Borough garbage/recycling receptacles
- Mark and I attended the New Jersey Shade Tree Federation Annual Conference in Cherry Hill NJ on 10/23

PLANS FOR NOVEMBER 2026

Leaf collection

Lawn bag collection

Prepare snow removal equipment

Prepare and hang Holiday Snowflakes along Broad St. (last week in November)

Clean storm drains as needed

Weekly garbage/recycling collection, Borough garbage/recycling receptacles

Respectfully submitted,

Alan Fiel – Acting DPW Director

Borough of Hopewell Sewer Collections Highlights

October 2026

This was another huge month for performing sewer utility mark outs throughout town for gas main replacement and meter pit installations. Older markings were touched up as well.

I have been assisting CRJ Contracting and NJAW with locating unmapped water services and other miscellaneous issues. I also assisted UtiliQuest by identifying several service locations.

Temporarily capped a damaged cleanout at 12-14 Model Avenue.

I met with NJAW and the developer of Hopewell 57 to point out the fire service lines and details about them.

Quarterly sewer bills were mailed on the 16th of October but for some unknown reason they were not mailed until the 27th.

There were two sump pump inspections this month.

We represented HBDPW at the First-Grade Field Trip held at Borough Hall on the 23rd of October.

Assisted with Public Works duties.

September 2026 Sewer Flows: 5.160.904 MG, Daily Avg. 0.172.030 MG, Total Rainfall 6.55", Total Mercer County Rainfall Average 7.18".

Plans for November

Continue with sewer utility mark outs to keep ahead of the meter pit installations.

Attend a Seminar in Hamilton on the 4th of November.

Replace caps and repair damaged cleanouts.

Complete Capital Budget requests.

Mark Sked installed an app called Survey123 on a newly acquired iPad I received. This will enable me to GPS and make inspection reports on each cleanout throughout town. I plan to start this month.

BOROUGH OF HOPEWELL

88 East Broad Street
Hopewell, NJ 08525
Tel: 609-466-2636 Fax: 609-466-8511
www.hopewellboro-nj.us

To: Mayor and Council

From: Jerry Giaimis, Borough Administrator

Re: November 2026 Meeting Report

Please accept this as my monthly report. The items are listed in no particular order of importance, and the report is not intended to be an all-inclusive list of everything worked on over the past month, but rather a summary of key items and updates. As always, please don't hesitate to reach out if you have any questions or need clarification on any of the items below.

Shade Tree Inventory: From October first through October eighth, Gracie & Harrigan Consulting Foresters conducted a shade tree inventory covering trees along Borough streets, in parks, and on other Borough-owned properties. The inventory records the number, species, condition, and location of the Borough's trees and will serve as the foundation for our Community Forestry Management Plan. Both efforts are funded through the New Jersey Department of Environmental Protection's Green Communities Grant program. We have received the draft inventory report and are currently reviewing it. The results will help guide future maintenance priorities, planning, and budgeting for the Borough's shade trees.

Leaf Collection: The Department of Public Works began leaf collection the week of October nineteenth, following the final week of brush collection for the year. Brush collection will resume in January 2027. Residents are reminded to place leaves between the curb and sidewalk rather than in the roadway, where they clog storm drains and create hazards for drivers and cyclists, and to keep brush and branches out of leaf piles. Yard waste bags continue to be collected on Mondays year-round, weather permitting.

Public Works Supervisor Compensation: Ordinance No. 919 provides a one-time stipend to two Public Works supervisors. After reviewing hours worked this year, including the additional time required during last winter's storms, we determined that it was appropriate, in the interest of pay equity, to compensate them for time beyond their normal schedules. This is permitted and makes sense for a small municipality like ours, where supervisors are working supervisors who regularly perform hands-on duties alongside their crews. A policy will be presented at the next meeting to address this on an ongoing basis, so that eligible additional hours are paid through regular payroll rather than through a yearly review.

Narcan Training and Distribution: The Borough has partnered with the Mercer Council on Alcoholism and Drug Addiction to offer a free Narcan training and distribution event on Monday, November ninth, from seven to eight in the evening in the

Council Chambers at Borough Hall. The training is open to the public and covers recognizing the signs of an opioid overdose, administering Narcan, and supporting individuals in crisis. Thank you to Councilwoman Weaver for organizing this event.

Fraudulent Invoice Alert: The Borough has learned that at least one Planning Board applicant received a fraudulent invoice that appeared to come from a "Borough of Hopewell Planning Division." The invoice used the Borough seal and address and requested several thousand dollars in fees by wire transfer. The Borough did not send it, and there is no indication that Borough systems were compromised. The same scam has targeted applicants in other New Jersey and New York municipalities this year, apparently using names and addresses drawn from publicly posted agendas and application materials. The Borough never requests application or escrow fees by wire transfer, and we have advised the public to confirm any payment request by calling the Borough office directly.

ICMA Annual Conference: I was out of the office from the 15th through the 21st to attend the annual International City/County Management Association (ICMA) Annual Conference in Long Beach, California. Several themes ran through the sessions I attended. The first was a practical, measured approach to new technology, including artificial intelligence: simplify a process before automating it, start small, keep a person available to residents, and protect municipal data when purchasing new tools. Other sessions focused on modernizing procurement and on building public trust through clear, consistent communication and honest engagement, including telling residents how their input is used. Leadership sessions covered civility, candid feedback, and making sure every governing body member receives the same information at the same time. Please see the attached report for a summary of each session and its applicability to Hopewell.

Best Practices Inventory: Each year the New Jersey Division of Local Government Services requires every municipality to complete the Best Practices Inventory, a survey that measures how well local governments are meeting statutory requirements and recognized standards of sound financial management, transparency, and administration. The questions cover areas such as budgeting, audits, procurement, ethics, personnel, and public access to information, and the results are reviewed by the State and presented to the governing body.

I am pleased to report that the Borough once again performed very well. Our budget was introduced and adopted on time, and both the Annual Financial Statement and the Annual Debt Statement were filed by their statutory deadlines. The 2025 audit had no findings. The Borough maintains a formally adopted surplus policy, kept a fund balance of at least twenty percent of appropriations, and held reliance on one-time revenues below ten percent of total revenues. We also prepare five-year budget projections, maintain an adopted multi-year capital program, and have established a storm recovery reserve.
On transparency, the Borough meets the new legal notice requirements with a dedicated Current Legal Notices page and an online archive, and we post our ordinances, meeting agendas and minutes, budgets, master plan elements, and the annual audit and financial

statement on the Borough website. We are also working with our IT consultant and counsel toward the upcoming federal website accessibility deadline.

The survey identified a few areas for continued improvement, including making the user-friendly budget available at introduction rather than adoption and developing a quarterly cash flow report, which our CFO will be working on using guidance from the Government Finance Officers Association. Overall, these results reflect the consistently strong showing the Borough makes on the Best Practices Inventory each year, and I want to thank our CFO, Clerk, and staff for their careful work throughout the year.

iLegislate Agenda Access: Members of the Council and the Planning Board have received their usernames and passwords for iLegislate, the Granicus application for viewing meeting agendas and supporting materials.

Online Train Station Rentals: Residents and community groups can now check availability and apply to rent the train station community room and freight shed online, without a trip to Borough Hall. A new calendar on the Rent the Train Station page of the Borough website shows open and reserved dates. Public events are listed by name, and private rentals appear as "Private Event." Selecting an open date leads directly to the rental application, which can be completed and submitted online. A Certificate of Insurance is still required for all rentals, and reservations continue to be accepted in the order completed applications are received. A date is reserved only once the application and all required documents have been approved, and confirmed dates are then added to the calendar.

Columbia Avenue Halloween Zone: The annual pedestrian-only Halloween Zone on Columbia Avenue and the surrounding streets went well again this year, giving trick-or-treaters and their families a safe and enjoyable evening.

Borough of Hopewell

ICMA 2026 Annual Conference

Session Report to the Mayor and Council

Long Beach, California
Prepared by the Borough Administrator
October 2026

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Introduction

I attended the International City/County Management Association (ICMA) Annual Conference in Long Beach, California, from October 16th to 21st, 2026. This report summarizes the sessions I attended. Each entry lists the session title and presenters, followed by what I learned and its applicability to Hopewell.

The applicability sections are offered as general observations for the Council's information rather than specific proposals. Many of the ideas presented apply to communities of all sizes, and I have focused on the practical takeaways most relevant to a borough like ours. Almost half of ICMA's full membership is made up of managers from smaller communities, and much of the program reflects that.

On a personal note, the highlight of the conference for me was the talk by historian Jon Meacham. It was not tied to any one management practice, but it was a thoughtful reminder of why public service matters and the role local government plays in civic life.

I want to thank the Borough Council for supporting my participation in this conference. Opportunities like this help me stay current with best practices and trends in local government management, and I expect a number of the practical takeaways and professional connections to be useful in our day-to-day operations.

Conference Sessions

Tidy Before You Tech: Getting Your Operating System Ready for AI

Presenters: Megan Zimmermann, Founder of Ai-toZ and Chief of Staff to the CIO at Blue Shield; Jen Canvenaugh, Coach and Former Mayor of the City of Piedmont

What I Learned

The session's central message was that local governments should fix their processes before they automate them. The presenters opened with the current climate: most Americans believe AI is moving too fast, states and cities are beginning to adopt safeguards, and even leaders at the major AI developers are calling for a more deliberate pace. Their advice was to move thoughtfully and build governance before scaling. They also argued that local government already has much of what this requires, including experience with delegated authority, documentation, piloting, and policy-making. The difference is that speed and efficiency cannot override public trust, fairness, inclusion, or safety. AI is designed to serve fast; public servants are obligated to serve well.

The core of the session was a four-step framework. First, choose a familiar process. Second, define its public value: who it serves, what it must accomplish, and what democratic obligation it protects. Third, eliminate unnecessary steps and simplify what remains, and only then automate. Fourth, identify where human judgment must stay, such as in high-impact decisions, due process, public input, equity, and appeals. The presenters stressed that many existing processes and systems are inconsistent or poorly structured, and that AI should never be layered onto a process nobody fully understands. They described this as people-intensive work, with each process review taking a 60 to 90 minute session with the staff who do the work, subject-matter experts, and community perspectives.

Several practical points stood out from the discussion. Constituent service was identified as a promising area, including call routing, 311-style questions, code complaint routing, and inspection scheduling. However, AI should direct residents to the right information or person and never block access to staff. Anything emotionally sensitive, contentious, or high-impact should go to a human, and accurate source content and regular audits are essential. AI can also help summarize public input by organizing large volumes of public comment, email, and budget feedback by topic and viewpoint for elected officials, though this supplements engagement rather than replacing it. On hiring, one jurisdiction declined to use AI résumé screening because human judgment matters in assessing fit and potential, and smaller communities with limited applicant pools cannot afford to screen out strong candidates.

Public records requests drew significant attention. Requests are growing in volume and scope, partly because requesters are using AI to generate them. AI-assisted first-pass document review could reduce workload by an estimated 50 to 75 percent, but final human review and legal judgment must remain. Minnesota jurisdictions that require requesters to clarify scope reported that roughly 75 percent of requests are never resubmitted. The presenters also flagged data and records risk, noting that AI prompts, searches, and transcripts may themselves become public records, and that using public AI tools risks exposing private, personnel, or law-enforcement data. Finally, they raised the issue of "shadow AI": employees are already using personal AI subscriptions without policy or safeguards, and many organizations' IT policies don't address it in any practical way.

Applicability to Hopewell

The main takeaway for us is to understand and simplify a process before adding technology to it, which is a useful habit whether or not AI is involved. The session also reinforced keeping a person available to residents and keeping judgment calls, such as hiring, with staff.

Add to Cart, Government Style: Smarter Buying Starts Here

Presenter: Jared Chaney, eProcurement Services Manager, National Association of State Procurement Officers (NASPO)

What I Learned

NASPO is a nonprofit cooperative serving all 50 states and U.S. territories, maintaining roughly 450 cooperative contracts across more than 60 portfolios. Mr. Chaney described a persistent gap between the digital experience that staff, suppliers, and residents now expect and the paper forms, emailed approvals, scanned documents, and disconnected systems many agencies still use. That gap produces long cycle times, duplicate work, weak audit trails, and difficulty confirming whether a product or vendor is even under contract. One cited study found that moving from manual to full e-procurement saved 86 percent of the time spent on requisitions, over 90 percent on bid solicitations, and 40 to 50 percent on bid evaluations. Real-time reporting also eliminated requests that had taken 6 to 12 hours of manual spreadsheet work.

National survey data showed most agencies have digitized transactions, but few use the data strategically. While 96 percent use systems for purchase orders, only 61 percent analyze spend, 34 percent measure spend under management, and 29 percent track supplier performance; 14 percent still receive bids manually. The goal is "guided buying," which steers staff toward compliant purchases rather than simply restricting them, so the compliant choice becomes the easiest choice. As digitization absorbs clerical work, procurement staff can focus on contract management, supplier performance, and spend analysis.

NASPO's eMarketPlace offers eligible state and local governments free, searchable access to NASPO contracts. In one example, confirming software availability took about six hours of manual contract review but about 30 seconds in the marketplace. It has processed roughly 6,000 transactions totaling more than $60 million. Access generally requires approval or acknowledgment from the state's central purchasing office.

On implementation, Mr. Chaney warned against "big-bang" rollouts. He had seen only one succeed out of about six attempts, and one cost $70 million over two years. Phased rollouts work better, preceded by mapping and simplifying workflows, because automating a poor process preserves the problem. Change management is critical; staff often resist new tools even when the new process has fewer steps. Adoption should be measured by usage, cycle time, and compliance, not login counts. On AI, public agencies are growing comfortable with generative uses such as contract summarization, provided data stays contained, but state procurement leaders consider autonomous "agentic" AI not yet ready. A small-city attendee described a one-person procurement operation running on paper and USB drives, and Mr. Chaney stressed that for such offices, tools and staff education must advance together.

Applicability to Hopewell

The most useful takeaway is to simplify a purchasing process before buying technology for it, and to make the right way to buy also the easy way for staff. The NASPO eMarketPlace is a free resource that can help us find cooperative contract pricing more quickly.

Five Myths About AI for Small and Rural Communities, and How Local Governments Are Proving Them Wrong

Presenters: Laura Stelzner, City Administrator, Chetek, WI; Aaron Grisdale, Town Manager, Woodstock, VA. Moderated by Kris Sandor, CEO of Readyly, an AI vendor.

What I Learned

The panel took on five common objections to AI in small governments: that it's only for big cities, that it replaces people, that residents always want a person, that it's too risky, and that you need everything figured out first. Both communities' experience pushed back on each one.

Workforce relief. Finance staff had been absorbing walk-ins, phone calls, and general questions, which cut into bank reconciliations, accounts payable, and budgeting. A website chatbot and a virtual phone agent now handle routine questions. Staff keep the work that needs judgment and get uninterrupted time for it. The panel presented AI as support for employees, not a replacement.

Service access. One office moved from Monday through Friday, 8 to 5, to Monday through Thursday, 8 to 4, with Fridays by appointment. AI kept information available during that pilot, and the council voted to continue it after reviewing the staff benefits. In a three-person office, the chatbot helped staff find ordinances and forms quickly, so they could cover absences without relying on one person's knowledge. Phone calls reportedly fell by about half over the past year while residents kept in-person service, and a water-freeze outreach that once took 50 individual calls over a full workday now takes about five minutes by automated message.

Trust and accuracy. The system is instructed to say when it doesn't know an answer and to hand off to a person. Staff can audit every chat and phone interaction afterward and use those audits to have the vendor correct wrong answers. Because the AI draws on the website, outdated pages had to be cleaned up and dated.

Rollout and staff time. The rollout went in stages: staff-only testing, then a quiet public launch on the website, then the phone line. Setup took a couple of hours a week, and ongoing upkeep is about an hour a month of team review plus short audits. The project started as a search for ADA website compliance, not as an AI initiative, and early concerns about risk, cost, and jobs faded as staff understood the tool better.

Lessons. The quiet launch held down early use, and more deliberate public communication would have helped. Small governments can pilot quickly, but they should keep the council informed and match the pace to residents' comfort with technology. The handout's seven-point vendor checklist and its start-small steps reinforce this: one service area, staff testing first, and a review at 30 days.

Applicability to Hopewell

The panelists' communities are close to our size, which made their examples relatable. The takeaways that help us are starting small, testing any new tool with staff before residents see it, and keeping the website current, since any tool is only as good as the information behind it. Automated messaging for weather and service alerts is a simple, practical use.

How Local Health Data Can Transform Local Government Decision-Making and Improve Community Outcomes

Presenters: Hannah Wade and Annie Robinson, City Health Dashboard, NYU Langone Health; Brittany Gulley and Hope Velarde, Management Analysts, City of Rancho Cucamonga, CA

What I Learned

Most health data is reported only at the county or state level, so many municipalities don't know what health looks like within their own borders. The City Health Dashboard, funded by the Robert Wood Johnson Foundation and run with partners including ICMA, NLC, and NACCHO, offers more than 45 measures for over 1,200 U.S. cities. Many measures are available down to the neighborhood (census tract) level. They cover health outcomes, social and economic factors such as child poverty, food insecurity, and broadband, the physical environment such as lead risk, park access, and walkability, and clinical care.

Rancho Cucamonga showed two uses. First, the city built "RC Data," a single internal dashboard that pulls from its permitting, HR, finance, and records systems. It tracks more than 100 metrics across 16 departments, and each metric states why it is tracked, the department goal, and a benchmark. For example, public records requests have a target of under five business days, and the city averaged about 3.7. Second, in a youth vaping case study, the city mapped vape shops against schools using 5- and 10-minute walking zones and 500- and 1,000-foot buffers. Its Healthy RC youth leaders used that analysis to support policy and a public awareness campaign. The presenters' takeaways were that the data is free and available, that local data drives local change, and that data is most persuasive when paired with community partners.

Applicability to Hopewell

Hopewell is likely too small for the Dashboard itself, but comparable data is available through CDC PLACES and county sources. The Rancho Cucamonga examples were a good reminder that a few simple measures, tracked over time, can give useful context for budget and planning discussions.

Leadership Through Change: Aligning Values, Compliance, and Community Partnership

Presenters: Tanya Ange, ICMA-CM, County Administrator, Washington County, OR; Johnell Bell and Lucy Hamer, Espousal Strategies

What I Learned

In 2025, Washington County, Oregon (about 610,000 residents) had to reconcile its existing equity commitments with new federal grant conditions, with roughly $135 million a year in federal funding at

stake. The presenters outlined four risks: Title VI funding termination, False Claims Act exposure for inaccurate compliance certifications, the attestation requirement in Executive Order 14173, and damage to community partner relationships if the County simply walked away from its commitments.

The County rejected the choice between "comply and retreat" and "resist and risk funding." Instead, it adopted an Access and Opportunity Resolution that ties each commitment to existing law (Title VI, the ADA, and Oregon statute) rather than to policy preference. The resolution was meant to be evergreen, not a reaction to the political moment.

The process took 17 business days and included 15 engagement events: staff listening sessions, anonymous surveys, community organization roundtables, work sessions, and office hours. The staff survey showed a divided workforce: 46 percent wanted the County's values affirmed, 20 percent wanted a neutral tone, and 20 percent wanted DEI support removed. The Board adopted the resolution unanimously on July 22, 2025. The County then followed through with monthly community organization roundtables, an advisory council bylaws update, a Federal Grants and Contracts Language Guide, and a Website Language Guide.

The key takeaways were that using several engagement methods gives an accurate picture, while a single method produces a single story; that staff wanted clear scripts and FAQs, not reassurance; and that a policy without follow-through structures is ceremonial.

Applicability to Hopewell

The main takeaway is the value of grounding commitments in existing law and using clear, consistent language in grant documents. Washington County's process was built for a large county, but the reminder that staff need simple guidance for answering public questions applies anywhere.

Eastern Region Meeting (formerly Northeast Region)

What I Learned

This was a brief membership meeting on ICMA's regional restructuring, which took effect this month. New Jersey is now part of the new Eastern Region, which includes the rest of the former Northeast Region plus DC, DE, MD, OH, PA, VA, and WV. State associations gave short updates.

Applicability to Hopewell

This is informational only.

Spotting the Invisible Forces that Fuel Incivility (and How to Neutralize Them)

Track: Game Changer Session, Ethics and Governance in a Complex World
Presenter: Brady Wilson, Co-founder, Juice Inc.

What I Learned

The session's central idea is that much incivility is an unskillful attempt to meet a legitimate human need. Wilson identified five "driving needs": belonging, security, freedom, significance, and meaning. When one of these goes unmet, it tends to show up as a recognizable pattern of behavior:

- **Belonging:** cliques, gossip, and bonding through shared grievances
- **Security:** micromanaging, hoarding information, and finger-pointing
- **Freedom:** going rogue or quietly ignoring direction
- **Significance:** one-upping at the podium, political maneuvering, and always needing to be right
- **Meaning:** cynicism about public input and being jaded about the process

These needs shift with circumstances and are not fixed personality labels. Looking for the need behind the behavior allows a more generous interpretation of it, which shifts the conversation from what people are fighting about to what they are fighting for.

He also covered leadership positioning. Leaders who stay purely directive, or purely supportive and "in the weeds," tend to attract incivility. Effective leaders shift position based on the situation: from the front, protecting their people when they come under attack; from beside, coaching and solving problems together; and from behind, providing air cover, removing obstacles, and leaving room for acceptable mistakes.

He presented a range of responses to difficult behavior, running from drawing the line through neutralizing, ignoring, transacting, cooperating, and collaborating, up to full partnership. Drawing the line is sometimes necessary, but doing it constantly is exhausting. Exhaustion matters because the brain is about 2 percent of body weight but uses about 20 percent of the body's energy. Depleted leaders lose executive function, including emotional regulation, flexible thinking, and the ability to stay strategic, and become more tactical and rigid as a result. Wilson noted that too much collaboration is a common cause of this exhaustion: unnecessary meetings, copying everyone on email, and involving everyone in every decision.

Workshop Exercise: Personal Priorities

During the session, participants used a card deck in which each card names something people value at work, grouped under the five driving needs. Each of us drew five cards, ranked them from most to least important, and traded with others to improve our hand. My hand happened to include one card from each of the five needs. I ranked them as follows:

1. **Fair Treatment** (Security)
2. **Simplicity and Ease** (Freedom)
3. **Team Harmony** (Belonging)
4. **Making a Difference** (Meaning)
5. **Reputation and Legacy** (Significance)

My reasoning was that the order builds on itself. Treating people fairly comes first, because everything else depends on it. Keeping processes simple and easy to follow makes for a better workplace, for staff and residents alike, and a fair, workable environment is what produces genuine team harmony. When those first three are in place, the organization is positioned to make a real difference in the community. Reputation and legacy then take care of themselves, as a result of doing the work well rather than as a goal of their own.

Participants then named one card as their "deal-breaker," the need that matters most when it is threatened. Mine was Fair Treatment. At our tables, we discussed how we tend to react when that need goes unmet. The point was to make those reactions visible to colleagues, so they can be recognized and addressed rather than taken personally.

Applicability to Hopewell

Several of the practical tips fit a borough our size. Briefing every Council member the same way and at the same time, getting meeting materials out early, and flagging late changes all help reduce tension at meetings. Internally, keeping meetings and email limited to the people who need to be involved protects staff time.

Opening General Session: A Fireside Chat, Leading With Purpose: Creating an Inspirational Culture in City and County Government

Keynote: Simon Sinek. Moderator: Chief Chris Hsiung (co-founders of The Curve)

What I Learned

The Curve started after the George Floyd protests, when a small group of police leaders began meeting to talk about the stress they were under. They couldn't agree on what was wrong with policing, but almost every answer came back to the same two root causes: weak leadership and poor organizational culture. Sinek and Hsiung argued that policing lacks a shared sense of its own history and purpose. With roughly 18,000 separate departments, there are no national standards for leadership, promotion, or training. They suggested the profession's purpose should be "protecting vulnerable people from harm" rather than simply "enforcing the law."

A central point applies well beyond policing: organizations promote their best technical performers and train them for the job, but not for leading people. As a result, culture develops by default rather than by design. The skills they emphasized were practical ones: listening, holding difficult conversations, and giving and receiving feedback. Feedback only works if the person is ready to hear it, and sometimes that means scheduling the conversation rather than delivering it on the spot. Listening means making the other person feel understood; if staff believe their ideas are dismissed, they stop offering them. They also stressed explaining the purpose behind decisions, because people can disagree with a decision and still accept it when they understand the reasoning.

When asked what he would change about his own past, Sinek said he once believed credibility came from knowledge and from doing the job well, and he would get frustrated when people didn't listen or agree with him. He now separates knowing the work from leading people. That resonated with me. I made similar mistakes early in my career and learned from them.

Applicability to Hopewell

The session was aimed mainly at larger organizations and police culture, so its direct relevance to us is limited. Two takeaways carry over: explaining the reasoning behind decisions helps people accept them, and feedback lands better when it is well-timed.

Small City Managers Winning at Social Media

Presenters: Sam Toles, Founder, CiviSocial; Amanda Mack, ICMA-CM, City Administrator, Harrisburg, SD

What I Learned

- **Critics aren't the community.** The same small group of critics who once used council meetings and letters now uses social media. They shouldn't be ignored, but they shouldn't be treated as representative either. Local government remains trusted by roughly two-thirds of Americans.
- **Platform choice matters.** Facebook, X, and Nextdoor tend toward negativity. Instagram sits in the middle, and YouTube and TikTok see more positive engagement. Modern platforms reward content people share, not content people argue over.
- **Simple video works.** Harrisburg uses cell-phone "walk-and-talk" videos with the mayor, staff, and residents to explain council actions and local events, with no new hires and no major equipment. Residents now recognize staff by name, attacks have dropped, and supporters increasingly correct misinformation themselves.
- **Content is part of the job, not a separate job.** Snow removal, trash collection, park events, and facility tours all become content. Harrisburg settled on a core group of four or five contributors, with others pitching in occasionally. Participation shouldn't be mandatory for every employee.
- **Start small.** One video a week can do more than a stack of flyers. The goal is to inform, not persuade: explain services, meetings, and how things work, and cover departments beyond parks and recreation.
- **Comments are a choice.** Harrisburg turned off Facebook comments because its small staff couldn't moderate them, while keeping comments on for TikTok, Instagram, and YouTube. The presenters said disabling Facebook comments is a reasonable call for staff capacity.
- **Measure shares, not likes.** A share means a resident thought the content was worth passing along to a neighbor.
- **Align with elected officials privately.** Have one-on-one conversations, not public sessions, which tend to draw the usual critics. The presenters also suggested treating reasonable residents as "bellwethers" for when an issue needs explanation.
- **Use AI as a helper.** Editing tools like CapCut speed production. Disclosed, limited AI use is fine; replacing real people with AI content is not.

Applicability to Hopewell

A few takeaways apply at our scale: posting short photos or videos when there is a natural reason to, such as storm response or seasonal reminders, and keeping content focused on clear information rather than volume.

General Session: Hope Through History: How to Survive Turbulent Times

Speaker: Jon Meacham, Pulitzer Prize–winning historian

What I Learned

Meacham opened by describing public trust in institutions as badly eroded, and argued that trust is something government has to keep earning rather than something it can assume. He described himself as a constitutionalist rather than a partisan, framing the Declaration of Independence as the nation's mission statement and the Constitution as its operating framework. Equality before the law, in his view, is what keeps government from being run by whoever is strongest or best connected.

He noted that conspiratorial thinking often grows out of people feeling shut out for a long time, and that correcting misinformation on its own rarely works. What works better is government actually delivering results people can see, along with the system's built-in ability to change course when something isn't working. He also pointed to the constant conflict cycle in media as something that feeds on anger, contrasting fear, which narrows people's thinking, with hope, which opens it up. Talking through history, rather than current events, was his suggested way to lower defenses and get people listening to each other.

He used history to make the point that division is normal, not new. The 1932 election was roughly 51–49, and between 1932 and 2000 only three presidential elections topped 55 percent nationally. He reminded the audience that democracy's survival was never guaranteed: in 1933, during the Depression, there was real concern that public demand for strong action could tip toward dictatorship, at a time when totalitarian governments were gaining ground abroad. He also distinguished patriotism (loyalty to a shared creed anyone can join) from nationalism (loyalty to one's own kind), and treating opponents as rivals rather than enemies to be destroyed.

He closed on three practical habits for public servants: curiosity (staying open to learning, including about emerging issues like AI), candor (telling people plainly when conditions are difficult, as Roosevelt and Churchill did), and empathy (seeing residents as neighbors, even in disagreement). His final story, about George H.W. Bush helping a classmate stuck in an obstacle-course barrel, illustrated the idea that we help others because any of us may someday need help ourselves.

Applicability to Hopewell

The most practical takeaway is that trust is built through steady, visible delivery of basic services and straightforward communication, especially when the news is not good. His reminder that disagreement is normal is also a useful frame for public meetings, where residents can disagree strongly and still be treated as neighbors.

Aligning Your Community for Success: Lessons Learned from Managers in Transition

Presenters: Matt Fulton, ICMA Central Regional Director; Zach Walker, City Manager, Bloomington, MN; David Smoak, Town Administrator, Farragut, TN

What I Learned

The session drew on the experiences of managers who have recently left their positions. It focused on five practices that keep a governing body, staff, and community working toward the same goals: onboarding elected officials, annual strategic planning, community engagement, measuring performance over time, and adapting when circumstances change. The two presenting communities offered a useful contrast. Farragut has about 25,000 residents, 75 full-time employees, and no municipal property tax. Bloomington has about 90,000 residents and a major commercial base.

The most practical material was on onboarding. Farragut's administrator briefs all candidates together before the election, so everyone starts with the same baseline information about operations, services, and the administrator's role. After the election he meets one-on-one with each new member to cover roles, open meetings and records, ethics, meeting norms, and the decisions expected in the first 60 to 90 days. Department heads follow up with briefings and facility tours. He keeps up regular check-ins afterward, sometimes weekly at first. Information shared with one member goes to all of them, which reinforces that individual members hold no independent authority.

On strategic planning, the presenters stressed that the governing body should agree on its priorities at least once a year. Staff reports can then tie each recommendation back to direction already approved. Bloomington links its plan to performance measures and its budget. When the city lost roughly $250,000 in food-assistance funding, it was able to shift money quickly without abandoning other priorities. Bloomington is also moving to a two-year budget outlook to reduce reactive annual decisions.

On engagement, the panel warned against reading low meeting attendance as satisfaction. Farragut collected 700 to 800 survey responses for its comprehensive plan update. It also reached residents at parks, events, and schools, including about 80 high school students. Staff then reported the findings back so residents could confirm they had been heard correctly. Farragut's citizen academy has run for about 15 years and has produced board members and several elected officials.

On performance measurement, the key point was that data collected consistently over several years makes it easier to explain service value and tradeoffs, especially to newly elected officials. Bloomington asks each department for three to five measures that show the value the department provides, not just activity counts. The panel also cautioned against letting high-visibility departments overshadow the internal functions that support them.

The closing advice was straightforward: prepare before problems arrive, communicate honestly, admit mistakes, and ask for help when it's needed.

Applicability to Hopewell

The onboarding ideas apply to any community after an election, particularly making sure every governing body member gets the same information at the same time. The points about agreeing on priorities and hearing from residents beyond those who attend meetings are good general reminders.

Pathways to Participation: Advancing Trust in Your Community Through Engagement

Presenters: Cathy Smith, JD, CP3, IAP2 trainer and International Board member; Heather Young and Pete Iengo, City of Fort Collins, CO

What I Learned

The session used Fort Collins' experience with Flock license plate reader cameras as a case study. Residents pushed back hard over privacy and government overreach, with protests ahead of a council work session in February 2026. The city responded by building a real engagement process: an online information hub, third-party facilitated focus groups with 25 members, a public safety technology showcase, and a draft governance policy. In June 2026 the council ended the Flock contract and began a broader surveillance policy review. Notably, the advocacy group felt heard and dropped its petition drive in favor of working with the city.

The framework behind it is the International Association for Public Participation's seven core values. The most practical takeaways:

- **Be honest about the level of influence.** Decide up front whether the public is being informed, consulted, involved, collaborated with, or empowered, and say so. Distrust often comes from implying more influence than residents actually have.
- **Define what's negotiable** before engagement starts.
- **Seek out the least-heard voices** rather than relying on whoever shows up.
- **Close the feedback loop.** Tell participants how their input shaped the decision, including an "if not, why not" explanation. Missing feedback from past processes is a common root of current distrust.
- **Treat engagement as infrastructure.** Fort Collins has built its system since 2012 through a staff guide, assessments, and a formal plan.

Applicability to Hopewell

Two takeaways help us: being clear with residents about how their input will be used, and reporting back afterward on what was heard. Both are simple ways to build trust.

Bridging the Trust Gap: Communicating with Clarity, Consistency, and Compassion in Polarized Times

Presenters: Julie Causa and Shannon Aulabaugh, Communication Managers, City of Boulder, CO

What I Learned

Public trust rarely collapses in a single event. It erodes through small, repeated moments: a question that goes unanswered, departments giving different answers, or residents learning about a change secondhand. When a crisis finally hits, it releases distrust that was already there. Once that pattern sets in, residents judge every new message against it, and an organization cannot communicate its way out of a credibility deficit.

Two case studies made the point. In Sanford, Florida, scrutiny following the Zimmerman acquittal meant skepticism could not be talked away; rebuilding started with community relationships and visible engagement, not with a new policy. In Boulder, staff placed boulders on a reservoir trail as a safety measure without telling staff, partners, or the public. The result was media inquiries, conflicting answers, and backlash, and the city then reversed the decision, modified the site, and added signage.

The presenters recommended these practices:

- **Separate communication from engagement.** Communication explains, puts information in context, updates, and corrects. Engagement listens, tests understanding, surfaces concerns, and closes the loop.
- **Use a "known / unknown / next" format.** Say what you know even when it is incomplete, what you don't know and how you're finding out, and what comes next.
- **Don't make the first update the final announcement.** Share decisions while they are still being made, and give residents a predictable place and time to find updates.
- **Close the loop.** Explain what changed because of public feedback and what did not.
- **Avoid burying residents** in information or jargon, and always answer the "so what?"
- **Build relationships** with staff, media, and the community before you need them.
- **Aim to make disagreement possible without making trust impossible.** Eliminating disagreement is not the goal.

Applicability to Hopewell

The most useful takeaways are making sure staff and the Council hear about changes before the public does, so everyone gives the same answer, and giving residents one predictable place to find updates. Both are easy to apply at our size.

General Session: Lead with Candor: How Great Leaders Care Personally, Challenge Directly, and Build Stronger Teams

Keynote: Kim Scott, author of Radical Candor

What I Learned

Kim Scott's central point is that good feedback needs two things at once: genuine care for the person and a willingness to be direct with them. When one is missing, things go wrong in predictable ways. Directness without care comes across as aggressive and causes people to shut down. Care without directness, which she calls "ruinous empathy," feels kind but does more harm. Her example was an employee who got softened praise for ten months despite poor work and was eventually fired, which frustrated the rest of the team. She also warned against false agreement and passive-aggressive behavior, because they erode trust faster than honest disagreement. She stressed using the framework to guide conversations, not to label people.

Her practical tips were the most useful part. Ask for feedback before giving it. Have important conversations in person rather than by text or email. Ask open-ended questions, such as "What could I do differently to make working together easier?" Then stay quiet for a few seconds and let the other

person answer. When feedback is valid, fix the issue and tell the person what changed. When you disagree, start with the part you can accept before explaining the rest. Where data exists, let the data decide.

Applicability to Hopewell

Her advice translates well to a small office: address small problems early and plainly, talk face-to-face where possible, and make it easy for staff to raise concerns. It is a reminder of good habits rather than a call for anything new.

Thinking Like an Investor When You Buy AI

Track: Game Changer Session
Presenter: Rachel Stern, Managing Partner, Govtech Ventures

What I Learned

The session's main point was that staff in most organizations are already using AI tools like ChatGPT informally, so a basic governance policy and an approved way to use these tools are needed to bring that activity under oversight. Stern described AI adoption as gradual, starting with simple "thought partner" uses like drafting and research and building toward more advanced systems only as data and trust improve. She noted that small jurisdictions don't need an innovation office to start, just a clearly defined problem.

The most practical tip was to write a problem statement before going to vendors: describe the operational problem, what success looks like in measurable terms, and the constraints (budget, data security, integration with existing systems). This keeps the focus on outcomes rather than locking into a specific product that may be outdated within a year. Where an RFP is legally required, the problem statement simply adds an earlier discovery step.

On vetting vendors, she recommended asking how the AI model was trained and on whose data, who controls updates, what happens to municipal data when the contract ends, and how much actual local-government experience the company has. Contracts should prohibit vendors from training their models on municipal data and require deletion with written certification. She favored small paid pilots of 60 to 90 days, under the bid threshold, over free trials, since vendors tend to under-resource free pilots. Success measures should be agreed on before the pilot begins, with a named decision-maker and input from the municipal attorney on data and legal issues. She also cautioned that polished demos can hide workflow problems, so staff should test tools on real work.

Finally, she encouraged smaller municipalities to team up on AI procurement by sharing evaluation work, contract language, and pricing leverage. The Gov AI Coalition, a group of more than 150 cities and counties led by San Jose, already shares governance frameworks and contract templates.

Applicability to Hopewell

The takeaway for a borough our size is that AI can be approached carefully and on a small scale. Starting with a clearly defined problem, asking good questions about data, and testing small before committing are sensible habits for any technology purchase. Resources like the Gov AI Coalition's templates also let a small office benefit from work larger jurisdictions have already done.

BOROUGH OF HOPEWELL MINUTES
BOROUGH COUNCIL REGULAR MEETING

THURSDAY, OCTOBER 1, 2026 7:00 PM
VIA ZOOM VIDEO COMMUNICATIONS
Hybrid Zoom Meeting Link

Passcode: 715921
Or Telephone: +1 929 205 6099
Webinar ID: 890 1747 4776 Passcode: 715921

1. **Call to Order**
The meeting was called to order by Mayor Ryan Kennedy at 7:00 pm. There were 22 members of the public present.

2. **Sunshine Statement/Flag Salute**

3. **Roll Call**

Present:
Councilmember Paul Buda
Mayor Ryan Kennedy
Councilmember Krista Weaver
Councilmember Sheri Hook
Councilmember Heidi Wilenius
Councilmember Debra Stuhler

Absent:
Councilmember Anthony Fuller

Also present were Borough Administrator Jerry Giaimis, Borough Attorney Arthur Sypek and Borough Clerk Regina Toth

4. **Proclamations**

a. Proclamation Honoring Volunteer Eric Hendrickson
Council took turns reading the proclamation out loud and Mr. Hendrickson received a standing ovation.

b. Proclamation - Communities of Light
Ms. Wilenius discussed upcoming Younity of Light events in town and at Borough Hall.

5. **Reports: DPW and Water & Sewer**

6. **Update - Water Sale Transition**
Mayor Kennedy gave an update on NJAW road work on West Broad Street and said Elizabethtown Gas will be next. He thanked the County Engineer who helped to ensure Broad Street remained opened with only trucks being detoured. He discussed the NJAW rate increase and said the insurance offers being mailed out are not mandatory.

7. Public Comments

James Higgins asked about DEP approval for Hopewell 57 project and Mr. Sypek discussed the Borough and County Planning Board process. Melissa Cookman asked about Planning Board process, drone package delivery and water quality issues.

8. Mayor - Council Liaison Reports

Mr. Buda discussed the upcoming ADU public meeting and Porchfest. Ms. Wilenius discussed Green Team plastic collections and meetings. Ms. Stuhler discussed Halloween Zone planning for Columbia Avenue and Library events. Ms. Hook announced the Fire Department ballot referendum, upcoming blood drive, Shade Tree and EDC updates. Ms. Weaver reported on SRTS grants, crosswalk painting, HES field trip to Borough Hall and Narcan training. Mayor Kennedy announced the hiring of new Planning Board secretary which will better connect applicants and the land use process. He discussed planning for road work in town, ADU and school funding meetings.

9. Borough Administrator Report

Mr. Giaimis discussed changes and showed slides of the new website.

10. Minutes

a. Minutes - September 3, 2026
Moved by Wilenius, seconded by Stuhler, to
Motion : 4 - 0
Voting For: Stuhler; Buda; Wilenius; Weaver
Abstain: Hook
Absent: Fuller

11. Resolutions

a. Resolution 74 - Personnel, Planning Board Secretary
Moved by Stuhler, seconded by Wilenius, to approve
Motion Carried Unanimously: 5 - 0
Voting For: Stuhler; Buda; Hook; Wilenius; Weaver
Absent: Fuller

b. Resolution 2026-75 Award Extension Request for Eaton, Ege and N Lanning Ave
Moved by Stuhler, seconded by Wilenius, to approve
Motion Carried Unanimously: 5 - 0
Voting For: Stuhler; Buda; Hook; Wilenius; Weaver
Absent: Fuller

c. Res 2026-76 Authorizing Dedication by Rider for Tree Removal Fees
Moved by Stuhler, seconded by Wilenius, to approve
Motion Carried Unanimously: 5 - 0
Voting For: Stuhler; Buda; Hook; Wilenius; Weaver
Absent: Fuller

d. Res 2026-77 Authorizing Dedication by Rider for Celebration Trees
Moved by Stuhler, seconded by Wilenius, to approve
Motion Carried Unanimously: 5 - 0
Voting For: Stuhler; Buda; Hook; Wilenius; Weaver
Absent: Fuller

12. Payment of Claims

a. Bill List
Moved by Stuhler, seconded by Weaver, to
Motion : 5 - 0
Voting For: Stuhler; Buda; Hook; Wilenius; Weaver
Absent: Fuller

13. Public Comments

Andrew Osborne asked for a status update on Hopewell 57.

14. Adjournment

Meeting adjourned at 8:26 pm

Moved by Weaver, seconded by Stuhler, to adjourn .
Motion Carried Unanimously: 5 - 0
Voting For: Stuhler; Buda; Hook; Wilenius; Weaver
Absent: Fuller

Ordinance No. 919

AN ORDINANCE OF THE BOROUGH OF HOPEWELL TO PROVIDE FOR A ONE-TIME STIPEND TO THE DIRECTOR OF PUBLIC WORKS AND TO THE DIRECTOR OF SEWERS TO CORRECT 2026 SALARY UNDERPAYMENT

WHEREAS, Alan Fiel currently serves as the Director of Public Works for the Borough of Hopewell, having been employed by the Borough since 2004, with a current base annual salary of $95,614; and

WHEREAS, David Misiolek currently serves as the Director of Sewers for the Borough of Hopewell, having been employed by the Borough since 1987, with a current base annual salary of $102,306; and

WHEREAS, due to extraordinary winter weather conditions and excessive snowfall accumulations occurring during calendar year 2026, the Director of Public Works and the Director of Sewers were required to perform duties and work significant hours beyond their normal operational schedules without additional monetary compensation; and

WHEREAS, the Mayor and Council of the Borough of Hopewell desire to compensate these department heads for these extraordinary duties through a one-time stipend;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Hopewell, County of Mercer, State of New Jersey, as follows:

Section 1. Director of Public Works Alan Fiel shall receive a one-time stipend in the amount of $5,250 for extraordinary services rendered during calendar year 2026. The payment shall be made as a separate stipend and shall not alter or increase the base annual salary in effect as of the effective date of this ordinance.

Section 2. Director of Sewers David Misiolek shall receive a one-time stipend in the amount of $1,750 for extraordinary services rendered during calendar year 2026. The payment shall be made as a separate stipend and shall not alter or increase the base annual salary in effect as of the effective date of this ordinance.

Section 3. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

Section 4. This ordinance shall take effect upon final adoption and publication according to law.

INTRODUCED:
PASSED:
PUBLISHED:
ADOPTED:
INTRODUCED BY:

ATTEST:

_____	_____
Regina M. Toth	Ryan Kennedy
Borough Clerk	Mayor

ORDINANCE NO. 920

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF HOPEWELL TO ADD DEFINITIONS AND REGULATIONS GOVERNING OUTDOOR LIGHTING, TO ESTABLISH A BOROUGH LIGHTING ZONE MAP AND LIGHTING STANDARDS TABLE, TO AMEND SIGN LIGHTING REGULATIONS, AND TO AMEND SITE PLAN LIGHTING STANDARDS

WHEREAS, the Borough of Hopewell is authorized under the Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq., and its general police powers to regulate land use and development in order to protect the public health, safety, and welfare; and

WHEREAS, the Borough Council finds that the regulation of outdoor lighting is necessary and appropriate to conserve energy resources, reduce glare, light trespass, and skyglow, protect residential quality of life, preserve Borough character, and promote nighttime safety for motorists, bicyclists, pedestrians, and the general public; and

WHEREAS, the Borough Council acknowledges that the level of global light pollution in the form of sky glow and its measured 10% annual increase are documented[1] to adversely affect the health and welfare of humans, including Hopewell Borough residents and the environment; and

WHEREAS, the Borough Council further finds that excessive, misdirected, or improperly designed outdoor lighting may create nuisance conditions, intrude (or trespass) upon adjoining residential and nonresidential properties, diminish nighttime visibility by creating glare, adversely affect the nighttime environment, and contribute to the inefficient use of energy resources; and

WHEREAS, the Borough Council further finds that properly shielded fixtures, appropriate fixture placement and direction, and lower correlated color temperature lighting can reduce such impacts and provide clearer, more effective, and more responsible outdoor illumination; and

WHEREAS, the Borough Council further finds that the establishment of lighting standards, lighting zones, and related review procedures within the Borough Code will promote clarity, consistency, and enforceability and will allow such standards to be administered in a manner consistent with the Borough's existing zoning, sign, site plan, and administrative framework; and

WHEREAS, the Borough Council therefore finds it appropriate to amend Chapters 12 and 13 of the Code of the Borough of Hopewell to establish definitions, standards, map attachments, and review procedures governing outdoor lighting within the Borough.

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Hopewell, in the County of Mercer and State of New Jersey, that the Code of the Borough of Hopewell is hereby amended as follows:

Section 1. Chapter 12, Article 4, Definitions, § 12-4, is hereby amended to add the following definitions:

CORRELATED COLOR TEMPERATURE (CCT)
The color appearance of light emitted by a lamp or luminaire, expressed in degrees Kelvin (K).



FULLY SHIELDED
A luminaire designed, installed, or shielded so that no light is emitted at or above a horizontal plane passing through the lowest light-emitting part of the luminaire.

ILLUMINANCE
The amount of light falling on a surface, measured in lux or footcandles.

LIGHT POLLUTION
Artificial outdoor light that is excessive, misdirected, or unnecessary, including glare, light trespass, and skyglow.

LIGHT TRESPASS
Light emitted by a luminaire that shines beyond the property line onto another property or public right-of-way.

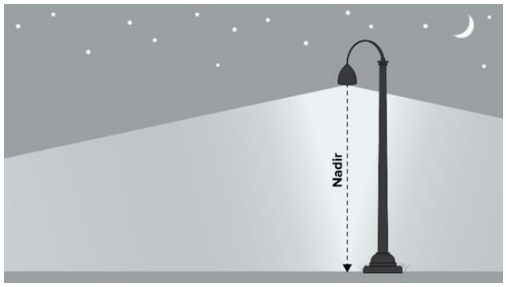
LIGHTING ZONE
A mapped area of the Borough to which specific outdoor lighting standards apply based on the character and context of the area.

LUMEN
A unit used to measure the amount of light emitted by a lamp or luminaire.

LUMINAIRE
A complete lighting unit, including the lamp or light source and all components used to distribute, filter, or direct the light.

LUX
The metric unit of illuminance.

NADIR
The point directly below a luminaire, measured along the vertical downward axis.



NON-ESSENTIAL LIGHTING
Outdoor lighting not necessary for safe pedestrian or vehicular movement, emergency response, or the minimum security of persons or property, including but not limited to landscape lighting, decorative lighting, façade lighting, and lighting for unoccupied recreational areas. Lighting primarily for safety and secondarily for aesthetics is considered essential, for example, properly shielded and properly colored pathway lighting. Lighting primarily for aesthetics is considered non-essential, for example up-lights on trees, shrubs, architectural features including houses, statues and fountains.

RESIDENTIAL OUTDOOR LIGHTING
Outdoor lighting used in single- and multiple-family dwellings including two-family homes, apartment buildings and buildings with residential apartments.

SAFETY or SECURITY LIGHTING
Lighting intended solely to promote the safety of persons or the security of property for example as used around homes or businesses during the night or after hours in shops to light interior displays.

SHIELDING
A device, fixture design, or other method used to block or redirect light to reduce glare, skyglow, or light trespass.

Section 2. Chapter 12, Article 5, General Provisions, is hereby amended to add a new § 12-5.9, entitled "Outdoor Lighting Regulations," to read as follows:

§ 12-5.9 Outdoor Lighting Regulations

a. Purpose. The purpose of this section is to regulate outdoor lighting in order to conserve energy, reduce glare, light trespass, and sky glow, protect residential quality of life, preserve Borough character, and promote public health, safety, and welfare.

b. Applicability.

1. The provisions of this section shall apply to all new outdoor lighting fixtures and replacement outdoor lighting fixtures, regardless of owner or operator, installed after the effective date of this section, except as otherwise expressly exempted herein.
2. Outdoor lighting installed as part of any application for development subject to site plan, subdivision, variance, conditional use, or other land use approval shall also comply with Chapter 13, Site Plan Review, and any other applicable provisions of this Code.

3. Existing lawfully installed outdoor lighting in existence on the effective date of this section may remain, but any replacement fixture shall comply with this section.

c. Lighting zones.

1. Outdoor lighting shall comply with the standards applicable to the Lighting Zone in which the property is located, as shown on the Borough Lighting Zone Map and Borough Lighting Standards Table adopted as attachments to Chapter 12.
2. Where a lot is located in more than one Lighting Zone, the applicable Lighting Zone shall be determined based on the primary use of the property.
3. Residential lumen limits shall be as set forth in the Borough Lighting Standards Table.

d. General standards.

1. Outdoor lighting shall be arranged and shielded so as to minimize glare, skyglow, and light trespass onto adjacent properties and public rights-of-way.
2. Unless otherwise specifically exempted, luminaires emitting more than 1,000 lumens shall be fully shielded and shall emit none of their total lumen output above 90 degrees from the nadir.
3. Directional luminaires used for façade, architectural, or sign illumination shall be aimed and shielded so that the light source is not visible from adjoining properties, pedestrian ways, roadways and so that light does not extend beyond the illuminated surface.
4. Festoon string lighting shall be permitted where no individual lamp emits more than 50 lumens and the lumen density of the string does not exceed 25 lumens per linear foot.
5. Luminaires activated by motion detection shall automatically turn off, or return to a dimmed state, not more than five minutes after motion is no longer detected.
6. Unless otherwise specifically permitted herein, the maximum correlated color temperature for outdoor luminaires shall be 2700 K.

e. Residential outdoor lighting standards.

1. Lighting for residential use shall not exceed the lumen limits established in the Borough Lighting Standards Table for the applicable Lighting Zone.
2. Light trespass leaving residential property shall not exceed 1.0 lux measured at the property line, 5 feet or higher above grade level, using a calibrated light meter.
3. Non-essential outdoor lighting shall be extinguished after 12:00 midnight for the duration of the night. Outdoor lighting operated by motion control is exempt from curfew.

f. Nonresidential outdoor lighting standards.

1. Outdoor lighting on nonresidential property shall be designed so that light trespass onto any adjoining residential property or public right-of-way does not exceed 1.0 lux measured vertically at the property line at a height of five feet or higher above grade using a calibrated light meter.

2. Non-essential lighting, including landscape, decorative, and façade lighting, shall be extinguished at the later of 11:00 pm or one hour after close of business. Safety and security lighting may remain illuminated subject to the standards of this section.
3. Safety and security lighting may remain illuminated during nighttime hours, provided that it is shielded and directed to minimize glare and trespass.
4. Interior lighting visible through windows and used for security shall be dimmed after 11:00 pm or close-of-business unless the space is occupied.

g. Temporary exemptions.

1. Temporary lighting for special events, festivals, civic events, or similar activities may be permitted by the Borough pursuant to any applicable permit process, provided that such lighting is limited in duration and is arranged to meet requirements on glare and light trespass and conform to nighttime curfew of the earlier of 1 hour after activities end or 11:00 pm.
2. Temporary lighting used by police, fire, emergency, utility, or other public safety personnel in the performance of official duties shall be exempt.
3. Historic-style fixtures may be permitted where approved as part of a lawful historic review process, provided that the fixture is designed and installed to comply with the intent of this section to the maximum extent practicable including stated requirements on shielding, color temperature, brightness, glare and trespass.

h. Prohibited lighting.

1. Beacons, searchlights, and strobe lighting are prohibited, except for emergency use by authorized public safety personnel.
2. Outdoor lighting shall not be installed or operated in a manner that creates confusion with traffic-control devices or otherwise interferes with the safe movement of vehicles, bicyclists, or pedestrians.
3. Mercury vapor fixtures are prohibited for new installation or replacement.

i. Relationship to other Code provisions.

1. Where sign lighting is involved, the provisions of § 12-17A shall also apply.
2. Where site plan or subdivision approval is required, the provisions of Chapters 11 and 13 shall also apply.
3. Where two provisions of this Code regulate the same lighting condition, the more restrictive provision shall control.
4. Nothing in this section shall be construed to supersede any applicable federal or state law, regulation, permit condition, safety requirement, or duly authorized governmental standard. Where the provisions of this section conflict with any such applicable federal or state requirement, the federal or state requirement shall control.

Section 3. Chapter 12, Article 9, Administration, is hereby amended to add a new § 12-9.4, entitled "Outdoor Lighting Review," to read as follows:

§ 12-9.4 Outdoor Lighting Review

a. Compliance with § 12-5.9 shall be reviewed by the Zoning Officer as part of zoning permit review under § 12-9.1, and by the appropriate reviewing board where site plan, subdivision, variance, conditional use, or other land use approval is required.

b. Applications involving new or replacement outdoor lighting fixtures may be required to submit lumen data, correlated color temperature information, and shielding information, and such other information reasonably necessary to determine compliance with § 12-5.9 and other applicable provisions of this Code.

c. Appeals from decisions of the Zoning Officer under this section shall proceed in accordance with Chapter 10A and applicable law.

Section 4. Chapter 12, Article 10, Establishment of Zones; Map and Boundaries, is hereby amended to add new attachments entitled:

Attachment 6 - Borough Lighting Zone Map
Attachment 7 - Borough Lighting Standards Table

Such attachments shall be adopted and maintained as part of Chapter 12 and shall establish the applicable Lighting Zones and residential lighting standards referenced in § 12-5.9. Where a lot is located in more than one Lighting Zone, the applicable Lighting Zone shall be determined based on the primary use of the property.

Section 5. Chapter 12, Article 17A, Sign Regulations, § 12-17A.7, Design Standards, is hereby amended to add the following provisions:

k. All illuminated signs shall be externally illuminated only. Internally illuminated signs, including LED array signs, are prohibited. Signs shall be illuminated from above and not from within. Luminaires shall be distributed, aimed, and shielded so that the light emitted is directed to the face of the sign and does not extend beyond the sign into the night sky or onto adjoining properties.

l. Illuminated signs shall be turned off at the later of 11:00 pm or 1h after close-of-business.

m. Notwithstanding § 12-17A.8, any internally illuminated sign lawfully existing as of the effective date of this ordinance may continue and may be maintained in its existing form. Any replacement, enlargement, structural alteration, or new sign installed after the effective date of this ordinance shall comply with this section and shall not be internally illuminated.

n. The luminance of an illuminated sign shall not exceed an average luminance of 30 candelas per square meter.

Section 6. Chapter 13, Site Plan Review, § 13-3.3, Design Standards, is hereby amended to add or revise the lighting subsection to read as follows:

k. Lighting.

1. **General.**
   Outdoor lighting provided as part of any application for development shall be arranged and designed to provide adequate illumination for safety and site function while minimizing glare, skyglow, and light trespass onto adjoining properties and public rights-of-way.

2. **Compliance with Chapter 12.**
   All outdoor lighting associated with an application for development shall comply with Chapter 12, § 12-5.9 Outdoor Lighting Regulations, including the applicable Lighting Zone standards, unless a more restrictive standard is imposed as part of site plan approval. Where a sign is illuminated, the provisions of § 12-17A shall also apply.

3. **Submittal requirements.**
   In addition to other information required under this chapter, the approving authority may require submission of fixture cut sheets, mounting details, lumen output, correlated color temperature, shielding information, and photometric data sufficient to demonstrate compliance with this chapter and Chapter 12. For major applications, for major land use approval, or where warranted by the nature of the proposed lighting, the approving authority may require a lighting plan showing fixture locations, mounting heights, illumination levels, and light trespass at property lines. The plan must use standards established by the Illuminating Engineering Society (IES), a recognized standards body in the field of lighting using the standards current on the date of enacting of this ordinance. For the purpose of this ordinance, IES standards ensure safety and convenience for each type of outdoor lighting task.

4. **Shielding and direction.**
   Outdoor lighting shall comply with the shielding and distribution requirements of Chapter 12, § 12-5.9. Directional luminaires used for façade, architectural, parking, pedestrian, or sign illumination shall be aimed and shielded so that the light source is not visible from adjoining properties, pedestrian ways, roadways, or building windows and so that light is confined to the intended area to the maximum extent practicable.

5. **Glare and light trespass.**
   Lighting shall be arranged to avoid direct glare and objectionable spillover onto adjoining properties and public rights-of-way. Unless otherwise specifically permitted by this Code, light trespass onto adjoining residential property or a public right-of-way shall not exceed 1.0 lux measured vertically at the property line at a height of five feet or higher above grade, facing the light source.

6. **Correlated color temperature.**
   Unless otherwise specifically permitted by this Code, the maximum correlated color temperature for outdoor luminaires shall be 2700 K.

7. **Light levels.**

Unless otherwise specifically permitted by this Code or required by applicable federal or state law, lighting installed for an outdoor use shall not exceed the light level recommended by the applicable IES lighting standard, or a state-approved alternate, as in effect on the date of adoption of this ordinance.

8. **Controls and nighttime operation.**
   Non-essential lighting, including decorative, landscape, and façade lighting, shall be extinguished during nighttime hours; provided, however, that for a business or other nonresidential use lawfully operating after 11:00 p.m., such lighting shall be extinguished not later than one hour after the close of business. Safety and security lighting may remain illuminated subject to the standards of Chapter 12.

9. **Site plan conditions.**
   The approving authority may impose reasonable conditions concerning fixture type, mounting height, shielding, hours of operation, illumination levels, buffering, and related matters necessary to ensure compliance with this chapter and Chapter 12 and to protect adjoining properties and the public welfare

Section 8. Repealer.
Any ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 9. Severability.
If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 10. Effective Date.
This ordinance shall take effect following final passage, publication according to law, and filing with the Mercer County Planning Board where required by law.

INTRODUCED:
PUBLISHED:
ADOPTED:
INTRODUCED BY:

ATTEST:

_____	_____
Regina Toth	Ryan Kennedy
Hopewell Borough Clerk	Mayor

BOROUGH OF HOPEWELL
88 East Broad Street
Hopewell NJ 08525

RESOLUTION

NO. 2026-78 **ADOPTED: November 5, 2026**

WHEREAS, N.J.S.A. 40A:4-58 allows for the transference of funds between current year appropriations, should it be deemed necessary, in the last two months of the fiscal year; and

WHEREAS, due to several appropriations having insufficient balances to meet demands for the remainder of the fiscal year, it has been deemed necessary to make several transfers at this time.

NOW, THEREFORE, BE IT RESOLVED, in accordance with the provisions of N.J.S.A. 40A:4-58, that the Chief Financial Officer is hereby authorized to make the transfers listed below:

CURRENT FUND		**CURRENT FUND**	
FROM:	**Amount**	**TO:**	**Amount**
Public Works O/E	$7,500.00	Electricity	$11,000.00
Legal Expenses O/E	$7,500.00	Gasoline/Diesel	$4,000.00
Public Works S/W	$4,000.00	Buildings & Grounds	$4,000.00
TOTAL:	**$19,000.00**	**TOTAL:**	**$19,000.00**

ATTEST:

_____ _____

Regina M. Toth
Borough Clerk

Ryan P. Kennedy
Mayor

State of New Jersey
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ALCOHOLIC BEVERAGE CONTROL
140 EAST FRONT STREET
PO BOX 087
TRENTON, NJ 08625-0087

MIKIE SHERRILL
Governor

JENNIFER DAVENPORT
Attorney General

PAUL THOMAS URBISH
Director

October 26, 2026

Via Electronic Mail (RToth@HopewellBoroughnj.gov)
Regina Toth
Borough Clerk
88 East Broad Street
Hopewell, New Jersey 0525

RE: Approval of Issuance of Special Plenary Retail Consumption Theater License
Pursuant to N.J.S.A. 33:1-19.8 and N.J.A.C. 13:2-41.2(b)
Applicant: Hopewell Valley Arts Council, Inc.

Dear Ms. Toth,

Hopewell Valley Arts Council, Inc. (the "Applicant") has applied for a Plenary Retail Consumption License (Theater Exception) pursuant to N.J.S.A. 33:1-19.8. The license is to be sited at 5 South Greenwood Avenue, Hopewell, New Jersey. You have provided the Division with the Police Department's background investigation memorandum, an amended copy of the 12-page license application, and a sketch of the location. You certify that the Applicant has met the requirements of N.J.A.C. 13:2-41.2 and that they have been qualified to hold this license. You have requested the written approval of the Director authorizing the Governing Body of Hopewell to issue the license, as required by N.J.A.C. 13:2-41.2(b).

Pursuant to N.J.A.C. 13:2-41.2(b), a local issuing authority cannot take any action on an application for a license by a non-profit corporation until receiving the approval of the Director. Approval of an application is conditioned on a certification by the issuing authority and a finding by the Director that the following conditions have been satisfied: 1) the municipality intends to issue this special plenary retail consumption license, 2) the applicant is a bona fide non-profit corporation, 3) the applicant has exclusive possession and control of the premises to be licensed and the premises meet the requirements of N.J.S.A.33:1-19.8, and 4) the applicant and premises are qualified for licensure and are in compliance with all applicable provisions of law.

Based on your representations, the Director finds that the conditions contained in N.J.A.C. 13:2-41.2(b) appear to have been satisfied and authorizes the Governing Body of Hopewell to issue the license to the applicant in its discretion pursuant to N.J.S.A. 33:1-19.8 and N.J.A.C. 13:2-41.2(b). Should the Governing Body of Hopewell exercise its discretion and issue the license to the applicant, please provide the Division with a copy of the executed Resolution.

Please note that this response is based upon the representations provided by Hopewell and the applicant. This response is subject to review and/or modification should the factual circumstances warrant.

Very truly yours,

By: _____
PAUL THOMAS URBISH
Director

Cc: Kelly Troilo, Licensing Bureau Chief (via email)
Tia Johnson, Retail Section- Licensing Bureau (via email)

BOROUGH OF HOPEWELL
88 East Broad Street
Hopewell NJ 08525

RESOLUTION

NO. 2026-79 **ADOPTED: November 5, 2026**

WHEREAS, the State of New Jersey, Department of Law and Public Safety, Division of Alcoholic Beverage Control, approved the issuance of Special Plenary Retail Consumption Theater License pursuant to N.J.S.A. 33:1-19.8 and N.J.A.C. 13:2-4.1.2(b) to Hopewell Valley Arts Council on October 26, 2026;

BE IT RESOLVED, by the Borough Council of the Borough of Hopewell, that it hereby authorizes the issuance of the following liquor license effective November 6, 2026:

LICENSEE/ ADDRESS	**TYPE**
Hopewell Valley Arts Council, Inc. 5 South Greenwood Avenue Hopewell, NJ 08525	Plenary Retail Consumption (Theatre Exception)

ATTEST:

_____ _____

Regina M. Toth
Borough Clerk

Ryan P. Kennedy
Mayor

I, Regina M. Toth, Clerk of the Borough of Hopewell, do hereby certify this to be a true copy of a resolution adopted by the Borough Council on November 5, 2026.

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Regina Toth
Borough Clerk

BOROUGH OF HOPEWELL
88 East Broad Street
Hopewell NJ 08525

RESOLUTION

NO. 2026-80 **ADOPTED: November 5, 2026**

Resolution of Support for the Submission of an Application to the New Jersey Department of Transportation for a Safe Routes to School Program Grant – Phase II

WHEREAS, as part of its ongoing safety initiative, the Borough of Hopewell is applying to the New Jersey Department of Transportation for Safe Routes to School funding for a second phase of pedestrian infrastructure improvements throughout the Borough, to provide safe and continuous pedestrian routes to Hopewell Elementary School and to designated bus stops for older students; and

WHEREAS, the project will close gaps in pedestrian connectivity by installing new sidewalks and crosswalks where none exist, and will upgrade certain crosswalk locations with raised crosswalks (raised pavement tables), Rectangular Rapid Flashing Beacons (RRFBs), and a Pedestrian Hybrid Beacon (PHB/HAWK signal) at a high-risk intersection; and

WHEREAS, the project will also replace uneven and damaged segments of existing sidewalk within the project area that limit safe mobility, and all proposed improvements will be designed in compliance with Americans with Disabilities Act (ADA) standards; and

WHEREAS, the project will help to continue and improve the promotion and encouragement of pedestrian and bicycle access and safety for school children, their parents and residents; and

WHEREAS, maintenance of the facilities, once constructed, will be assumed by the Borough of Hopewell with the exception of (1) sidewalks for which local ordinances place maintenance responsibility with each individual property owner, and (2) those crosswalks on County highways;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Hopewell, County of Mercer, State of New Jersey, that the Council hereby supports the submission of a grant application for the Safe Routes to School Program within the State of New Jersey Department of Transportation and authorizes the Mayor, Administrator and Municipal Clerk to execute any and all documents necessary and related to the submission of said grant application or grant agreement.

ATTEST:

_____ _____

Regina M. Toth
Borough Clerk

Ryan P. Kennedy
Mayor

THIS IS TO CERTIFY that the above is a true copy of a resolution adopted by the Borough Council of the Borough of Hopewell at a meeting of said Council conducted on November 5, 2026.

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Regina M. Toth
Borough Clerk

List of Bills

All Funds

Vendor	PO	Description	Amount	Check Total
8 Visuals	18053	Narcan Training Flyer	65.00	**65.00**
A & K Equipment Co.	18059	DPW Parts	1,282.50	**1,282.50**
American Wear	18049	Uniform Cleaning	277.28	
	18108	Uniform Cleaning	346.60	**623.88**
Banisch Associates, Inc	18068	PB Planner	542.75	**542.75**
Bish Sales & Service, Inc	18104	Mechanical Parts	73.75	**73.75**
Boswell Engineering	18050	Road Opening Engineering	8,666.25	
	18082	Engineering Services	5,685.00	
	18083	PB Engineering	48.75	**14,400.00**
Britton Industries, Inc.	18103	Brush and Limb	365.66	**365.66**
BRT Technologies LLC	18043	CAMA Tax Assessor Software	175.00	
	18081	CAMA Tax Assessor Software	175.00	
	18097	CAMA Tax Assessor Software	175.00	
	18109	Tax Assessment Postcards	646.57	**1,171.57**
Canon Financial Service	18078	Canon Copier	185.13	**185.13**
Champion Tire, Inc.	18060	Tires	3,900.00	**3,900.00**
CHRISTINE WITT	18071	Planning Board Mailing	28.24	**28.24**
County of Mercer / County Taxes	18074	County Taxes 2026	577,591.74	**577,591.74**
County of Mercer / County Taxes	18075	County Open Space Tax	34,162.94	**34,162.94**
David G. Lanning, Inc.	18044	Hot Water Heater Repair at Train Station	1,800.00	**1,800.00**
Elizabethtown Gas	18095	Utilities: Natural Gas Service	172.71	**172.71**
Faegre Drinker Biddle & Reath LLP	18069	PB Legal	180.00	**180.00**
Gerald Giaimis	18090	Lodging for ICMA Conference	945.00	**945.00**
Hopewell Valley Regional	18046	District Tax	514,998.00	**514,998.00**
ICMA	18091	Membership	728.00	**728.00**
Interstate Waste Services	18061	Garbage Tipping Fees	8,001.87	
	18089	Garbage Flat Rate	10,618.00	**18,619.87**
JC Ehrlich/Rentokil	18088	Pest Control	266.15	**266.15**
Linde Gas & Equipment Inc.	18086	Acetylene, cylinder rental, service fee	136.36	**136.36**
Mason, Griffin, & Pierson	18048	Legal Services	372.88	**372.88**
MCIA	18070	Mercer County Recycling Program	5,345.67	**5,345.67**
McManimon & Scotland	18098	Bond Attorney	225.00	**225.00**
Murphy Orlando LLC	18057	Legal Services	1,599.00	**1,599.00**
My Corporate Hosting Solutions, LLC	18064	Product/Service Office 365 Exchange	438.25	**438.25**
NED STEVENS HOLDING CORP	18087	Library Gutter Cleaning	356.96	**356.96**
North East Parts/NAPA Flemington	18096	Vehicle & Equipment Maintenance	257.24	**257.24**
Parker McCay PA	18056	Special Legal Counsel	525.00	**525.00**

List of Bills

All Funds

Vendor	PO	Description	Amount	Check Total
Phoenix Advisors, LLC	18105	Disclosure Services	1,600.00	**1,600.00**
Princeton Air Conditioning LLC	18042	HVAC Maintenance Contract	1,611.00	**1,611.00**
Princeton Cleaning Service	18107	Cleaning Borough Hall & Train Station	1,200.00	**1,200.00**
PSE&G	18079	Electricity	8,192.73	**8,192.73**
RnD Consulting, LLC	18085	IT Support	737.46	**737.46**
Sangoma US Inc.	18072	Voice Line Pooling, Service, Starwatch	375.74	**375.74**
Sherwin Williams Co	18063	Painting Supplies	465.65	**465.65**
Staples Advantage	18045	Office Supplies	402.26	**402.26**
Staples Advantage	18110	Office Supplies	83.56	**83.56**
Twp. of Hopewell	18047	E-Recycling and Shredding Event	1,000.00	**1,000.00**
ULINE	18073	Ice Melt	1,325.35	**1,325.35**
USPS	18080	Sewer Billing Postage	654.55	**654.55**
Valley Oil	18076	Off-Road Diesel & Regular Gas DPW	835.25	
	18099	Fuel for Library	1,036.64	**1,871.89**
Verizon	18062	Telephone Service Boro Hall & 11 Burton	659.69	**659.69**
Verizon	18094	Internet Service at Public Works	174.99	**174.99**
Verizon	18106	Internet Service at Train Station	69.00	**69.00**
Verizon Wireless	18077	Wireless Phones	207.00	**207.00**
WB Mason Co., Inc.	18065	Water Dispenser	20.24	**20.24**
Williamson Electric Service	17974	Lighting Control Panel Repair	1,100.00	**1,100.00**
Boswell Engineering	18082	Engineering Services	12,608.75	**12,608.75**
DeCotiis Fitzpatrick Cole & Giblin	18066	Legal Services Sale of Municipal Water	7,425.00	**7,425.00**
Mason, Griffin, & Pierson	18048	Legal Services	2,064.07	**2,064.07**
NJ America Water	18051	Water Bills	87.10	
	18084	Fire Hydrants	1,621.22	**1,708.32**
New Jersey Water Assoc.	18093	Annual Dues Water / Sewer	500.00	**500.00**
One Call Concepts	18100	Mark Outs	199.50	**199.50**
PSE&G	18079	Electricity	824.20	**824.20**
Boswell Engineering	16693	Resolution 2024-116 awardind PSA for eng	19,195.00	
	18082	Engineering Services	536.25	**19,731.25**
Banisch Associates, Inc	18068	PB Planner	1,544.75	
	18101	PB Planner	417.50	**1,962.25**
Boswell Engineering	18067	PB Engineering	6,435.00	
	18083	PB Engineering	1,170.00	
	18102	PB Engineer	3,120.00	**10,725.00**
Faegre Drinker Biddle & Reath LLP	18069	PB Legal	1,365.00	**1,365.00**

List of Bills

All Funds

Vendor	PO	Description	Amount	Check Total
Marcus Guiseppe	18111	Refund of Escrow Balance	750.65	**750.65**
Boswell Engineering	18052	PB Engineering	1,170.00	**1,170.00**
Twp. of Hopewell	18058	Animal Control Services	3,066.34	**3,066.34**
Totals			**1,267,210.69**	**1,267,210.69**

Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
100005	Cash - Provident			-	1,203,110.36
101317	Reserve for Street Opening Fees			11,258.75	
101401	School District Tax Levy Payable			514,998.00	
101404	County Tax Payable			577,591.74	
101405	County Open Space Tax Payable			34,162.94	
10AE10	A&E Other Expenses	2,451.06			
10AG10	Borough Council	793.00			
10AN10	Financial Administration OE	1,600.00			
10AT10	Assessment of Taxes OE	1,171.57			
10DA10	Legal Services OE	2,496.88			
10EE10	Engineering OE	3,092.50			
10EG10	Public Buildings & Grounds OE	9,637.17			
10FB10	Planning Board OE	1,024.74			
10NR10	Public Works OE	1,465.80			
10TA10	Computerized Data Processing	680.00			
10TB10	Vehicle & Equipment Maintenance & Repair	4,157.24			
10TC10	Electricity OE	3,234.67			
10TD10	Street Lighting	4,958.06			
10TE51	Solid Waste Disposal	10,618.00			
10TE52	Tipping Fees	8,001.87			
10TF10	Heating Fuel	1,036.64			
10TG10	Telecommunications	619.73			
10TH10	Gasoline & Diesel	835.25			
10TI10	Telephone	866.69			
10TJ10	Natural Gas	172.71			
10TK10	Lease of Equipment	185.13			
10UK10	Sewer Administration OE	654.55			
10UW10	Recycling Interlocal Agreement	5,345.67			
Totals for fund 1		**65,098.93**		**- 1,138,011.43**	**1,203,110.36**
200005	Cash - Provident			-	25,329.84
20WF10	Water OE	17,080.64			
20WF68	Electricity	824.20			
20WF77	LEGAL	7,425.00			
Totals for fund 2		**25,329.84**	**-**	**-**	**25,329.84**
400007	cash - Provident			-	19,731.25
40GC97	886 I/A F Public Works Facility (ARP)	19,195.00			
40GC98	898 I/A F Eaton Pl, Ege Ave & N. Lanning Ave	536.25			
Totals for fund 4		**19,731.25**	**-**	**-**	**19,731.25**
500005	Cash - Provident			-	14,802.90
501250	HOPEWELL 57			12,064.25	

Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
501261	33 West Broad - Honeydew			292.50	
501266	Marcus Guisepe 30/16 58 Columbia Ave Variance			765.65	
501267	Highland Cemetery Bulk Variance/Site Plan			1,680.50	
Totals for fund 5		**-**	**-**	**14,802.90**	**14,802.90**
510050	Due to fund 50			-	1,170.00
5114000	Sawdust Construction LLC Blk 11 Lot 26			1,170.00	
Totals for fund 5		**-**	**-**	**1,170.00**	**1,170.00**
600005	Cash - Provident			-	3,066.34
601002	Reserve for animal fund expenditures			3,066.34	
Totals for fund 6		**-**	**-**	**3,066.34**	**3,066.34**
Totals		**110,160.02**	**- 1,157,050.67**		**1,267,210.69**

Checks/Wires Previously Disbursed

Date	Check#	Vendor	Description		Amount
11/06/2026	111326	NJ Pensions & Benefits	PO# 18092	Wire Transfer Health Benefits	19,805.84
10/15/2026	101526	NJ Pensions & Benefits	PO# 18055	Wire Transfer Health Benefits	19,832.69
10/15/2026	101526	R & L Data Centers Inc.	PO# 18054	Bank Draft Payroll Services	535.50
Totals					**40,174.03**

Total By Fund

Fund	Previous Checks/Voids	Current Payments	Total
10 - Current Fund	40,174.03	1,203,110.36	1,243,284.39
20 - Water Utility Fund	-	25,329.84	25,329.84
40 - General Capital Fund	-	19,731.25	19,731.25
50 - Developers Escrow Fund	-	14,802.90	14,802.90
51 - ESCROW	-	1,170.00	1,170.00
60 - Dog Trust	-	3,066.34	3,066.34
Totals	**40,174.03**	**1,267,210.69**	**1,307,384.72**