

**PRINCETON COUNCIL MEETING
January 1, 2013**

The organization meeting of the Mayor and Council was held on this date at 12:00 p.m. in the Main Meeting Room in the municipal complex.

The audience participated in a salute to the Flag as led by Brownie Girl Scout Troop #72908.

NOTICE OF MEETING

The Clerk read the following statement.

The following is an accurate statement concerning the providing of notice of this meeting and said statement shall be entered in the minutes of this meeting. Notice of this meeting as required by Sections 4a, 3d, 13 and 14 of the Open Public Meetings Act has been provided to the public in the form of a written notice. On December 21, 2012 at 3:45 p.m., said schedule was posted on the official bulletin board in the Municipal Building, transmitted to the Princeton Packet, the Trenton Times, the Trentonian, the Town Topics, and filed with the Municipal Clerk.

MAYOR

The Municipal Clerk reported that at the General Election held last November, that Elizabeth Lempert was elected to a four-year term as Mayor of Princeton, beginning today.

Richard C. Woodbridge, Esq. administered the oath of office to Ms. Lempert.

SELECTION OF TERMS OF OFFICE BY ELECTED COUNCIL MEMBERS

The Council elect came forward to draw their terms of office from a hat. The drawing was done in order of length of service to the previous Township Committee and Borough Council.

Mr. Miller drew a two year term. Mr. Liverman drew a three year term. Ms. Crumiller drew a one year term. Ms. Butler drew a two year term. Ms. Howard drew a three year term. Mr. Simon drew a one year term.

OATH OF OFFICE TO ELECTED MEMBERS OF PRINCETON COUNCIL

The Municipal Clerk reported that at the General Election held last November, that Bernard P. Miller was elected to office on Princeton Council, beginning today.

Simon Miller, Esq. administered the oath of office to Mr. Miller.

The Municipal Clerk reported that at the General Election held last November, that Arden “Lance” Liverman was elected to office on Princeton Council, beginning today.

Bonita Leadem, Esq. administered the oath of office to Mr. Liverman.

The Municipal Clerk reported that at the General Election held last November, that Jenny Crumiller was elected to office on Princeton Council, beginning today.

Walter Bliss, Esq. administered the oath of office to Ms. Crumiller.

The Municipal Clerk reported that at the General Election held last November, that Jo Butler was elected to office on Princeton Council, beginning today.

Walter Bliss, Esq. administered the oath of office to Ms. Butler.

The Municipal Clerk reported that at the General Election held last November, that Heather Howard was elected to office on Princeton Council, beginning today.

Hunter Labovitz, Esq. administered the oath of office to Ms. Howard.

The Municipal Clerk reported that at the General Election held last November, that Patrick Simon was elected to office on Princeton Council, beginning today.

Marc Weiner, Esq. administered the oath of office to Mr. Simon.

ROLL CALL

The Municipal Clerk then called the roll.

Present: Mesdames Butler, Crumiller Howard and Messers Liverman, Miller and Simon and Mayor Lempert.

Absent: None.

ELECTION OF COUNCIL PRESIDENT

Mayor Lempert entertained nominations for the Council President of Princeton for 2013.

Ms. Howard nominated Bernard P. Miller as Council President. Mr. Simon seconded Ms. Howard’s motion. On a roll call vote, the motion to elect Mr. Miller as Council President of Princeton for 2013 was carried unanimously.

Simon Miller, Esq. administered the oath of office to Mr. Miller.

CONSENT AGENDA

Resolution Authorizing Appointments to Boards, Commissions and Committees

Resolution Adopting the Board, Commission and Committee Members' Handbook

Professional Services Agreements

Attorney:	Edwin W. Schmierer, Esq.
Assistant Attorneys:	Mason, Griffin & Pierson, P.C.
Bond Counsel:	McManimon, Scotland & Baumann, LLC
Labor Council:	Robert T. Clarke, Esq. Apruzzese, McDermott, Mastro & Murphy, P.C.
Codifier:	Coded Systems
Tax Attorney:	Harry Haushalter, Esq.
Municipal Court Judge:	John F. McCarthy, III, Esq.
Public Defender:	Michael Barrett, Esq. Bergman & Barrett
Municipal Housing Liaison:	Anna Christy Peacock
Municipal Prosecutor:	Reed Gusciora, Esq.
Planning and/or	
Zoning Consultants:	Ostergaard Accoustical Associates Land Concepts Group SWM Consulting, Inc. AECOM Technical Services, Inc. Snyder Environmental Engineering Associates Gregory Sandusky, P.E., L.S. Princeton Hydro, L.L.C. Daniel Dobromilsky & Associates Weidlinger Associates Dr. Bruce Eisenstein
Consulting Psychiatrist,	
Corner House:	Dhwani B. Shah, M.D.
Website Consultant:	City Connections, LLC

Staff Appointments

Adoption of Resolution Authorizing the Assessor to File Tax Appeals and Rollback Assessments

Adoption of 2013 Meeting Schedule

Adoption of Resolution Providing for Adequate Notice of Meetings

Adoption of Resolution Designating Official Newspapers

Adoption of Resolution Authorizing an Annual Tax Sale

Adoption of Resolution Authorizing Officers to Execute Promissory Notes

Adoption of Resolution Authorizing Officers to Sign Checks

Adoption of Resolution Authorizing Rate of Interest and Penalties to be Charged on Delinquent Taxes

Adoption of Resolution for Cancellation of Tax Balances Under \$10.00

Adoption of Resolution Designating the Public Agency Compliance Officer

Adoption of Resolution Concerning Municipal Codes

Adoption of Resolution Appointing Tax Collector

Adoption of Resolution Concerning Cash Management Plan

Ms. Crumiller and Ms. Butler requested that the contract for the Municipal Attorney be removed from the consent agenda for further discussion. Ms. Butler also requested that the resolutions for Departmental Assignments and the authorization of officers to sign checks be removed for further discussion.

Mr. Liverman moved approval of the consent agenda without the three above referenced items. The motion was seconded by Mr. Miller and carried unanimously.

(Resolutions appended to this set of minutes)

MAYORS REMARKS

Mayor Lempert welcomed dignitaries in the audience then delivered her organization day remarks for 2013.

(Mayor's remarks appended to original set of minutes)

Council President Miller then delivered his organization day remarks for 2013.

Mesdames Butler, Crumiller, Howard and Messrs. Liverman and Simon added their organization day remarks.

(All remarks appended to the original set of minutes)

RETURN TO CONSENT AGENDA

Resolution Authorizing Professional Services Agreements

Ms. Crumiller suggested that as the council has not seen the contract for the municipal attorney, that it be tabled until the meeting of January 3, 2013 for further review.

Ms. Crumiller offered a motion to table the agreement, which was seconded by Ms. Butler. The motion failed, with members Howard, Liverman, Miller and Simon voting in the negative and members Butler and Crumiller voting in the affirmative.

Mr. Bruschi said that the agreements were all outlined in the proposals that were received and reviewed when he met with the professionals. He said that he was comfortable with them at that time. Ms. Butler said that Council would not be doing its due diligence by not reviewing the proposed contracts and suggested that they be tabled until the Council meeting of January 3, 2013. Mr. Bruschi said that the meeting on January 3, 2013 was not noticed for action. Mr. Liverman suggested that Council move forward today and offered a motion to approve the proposed contracts for 2013. The motion was seconded by Mr. Miller and carried with members Howard, Liverman, Miller and Simon voting in the affirmative votes and members Butler and Crumiller voting in the negative.

(Resolution appended to this set of minutes)

Resolution Authorizing Council Appointments

Resolution Authorizing Appointments of Representatives of Princeton Committees

Resolution Authorizing Appointments to Princeton Task Forces

Ms. Butler proposed withdrawing the original resolution authorizing council appointments, and offered three resolutions in place of the withdrawn resolution, the first appointing Council members to municipality of Princeton committees for 2013, the second appointing Council members as representatives of Princeton committees for 2013, and the third appointing Council members to the Transit Task Force and Transit Trust Fund.

Mr. Simon, referring to the newly proposed resolutions, proposed amending the first resolution to remove the ex-officio designation from the appointment of the mayor to the public works and personnel committees. He also proposed amending the first resolution to remove the finance committee appointments, and amending the second resolution to include the appointments of Councilman Simon, Councilwoman Howard, and Mayor Lempert as representatives to the Citizens Finance Advisory Committee.

Ms. Butler offered a motion to approve the three proposed resolutions as amended. The motion was seconded by Ms. Crumiller and carried unanimously.

(Resolutions appended to this set of minutes)

Resolution Authorizing Officers to Sign Checks

Ms. Butler stated that she was concerned that the proposed resolution was a violation of the open public meetings act as it noted the Council President as a signatory before it was formally authorized. It was noted by Mr. Bruschi that this was not an issue and Council could move forward with the resolution. Ms. Butler offered a motion to approve the resolution. The motion was seconded by Ms. Crumiller and carried unanimously.

(Resolution appended to this set of minutes)

Public Comment

Yina Moore, former Borough Mayor said that the “honeymoon” is now over after a long year of planning. She said that there is much more to do and that we should not settle for the status quo.

Barbara Trelstad thanked everyone for the opportunity to serve and wished the new council the best of luck.

Roger Martindell thanked everyone for the opportunity to serve.

Kevin Wilkes urged the new Council to occupy their roles with humility and transparency.

Sue Nemeth offered her congratulations to the new Council.

Kate Warren offered her thanks and congratulations to the new Council.

Hendricks Davis offered his congratulations to the new Council and to the Princeton community.

Minnie Craig offered her congratulations to all, and thanked Yina Moore for her service as mayor of Princeton Borough last year.

In closing, Mayor Lempert closed the meeting honoring Mr. Liverman's mother, Minnie Rhoades, who recently passed away.

Mr. Liverman offered a motion to adjourn the meeting, which was seconded by Mr. Miller and carried unanimously.

There being no further business, the meeting was adjourned at 1:55 p.m.

Linda S. McDermott
Municipal Clerk

Resolution appointing Tax Collector

WHEREAS, Tammie Tisdale currently serves as the Tax Collector; and

WHEREAS, Tammie Tisdale has completed two years of her 4-year term as the Tax Collector for Princeton Township; and,

WHEREAS, the Administrator and Mayor and Council both wish to appoint Tammie Tisdale to continue as Tax Collector; and

WHEREAS, N.J.S.A. 40A:9-142 states that every municipal Tax Collector hold his office for a term of four (4) years from the first day of January next following his appointment.

NOW, THEREFORE, BE IT RESOLVED on this 1st day of January, 2013, by the Mayor and Council of Princeton, County of Mercer, State of New Jersey, that:

1. It hereby agrees with the continued appointment of Tammie Tisdale as the Tax Collector for Princeton for a 4-year term that began January 1, 2011, and who shall hold that position during good behavior and efficiency and compliance with the requirements of law.
2. Tammie Tisdale shall be paid in accordance with the current salary resolution for that position.
3. The continued appointment is contingent upon the filing of a financial disclosure form with the Municipal Clerk.

CERTIFICATION

I Linda S. McDermott, Municipal Clerk of Princeton, hereby certify that the foregoing resolution was adopted by the Mayor and Council of Princeton at its meeting held on the 1st day of January, 2013.

Linda S. McDermott, Clerk
Princeton

COUNTY OF MERCER

PRINCETON

STATE OF NEW JERSEY

RESOLUTION ADOPTING MUNICIPAL CODES

WHEREAS, the Township of Princeton and Borough of Princeton will consolidate pursuant to the New Jersey Municipal Consolidation Act, *N.J.S.A.* 40:43-66.35, as of January 1, 2013 to become the new municipality of Princeton; and

WHEREAS, *N.J.S.A.* 40:43-66.64 permits the new municipality of Princeton to adopt by Resolution the existing Codes and Ordinances of the Township of Princeton and the Borough of Princeton to be effective for the new municipality.

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

1. Princeton, NJ hereby adopts and makes effective for Princeton the following Ordinances and Codes:
 - A. "Code of the Township of Princeton, New Jersey, 1968".
 - B. "Code of the Borough of Princeton, New Jersey, 1974".
2. Said Ordinances and Codes are hereby adopted by Resolution pursuant to *N.J.S.A.* 40:43-66.64 and shall remain in full force and effect in Princeton as provided for by law.
3. A notice of the adoption of this Resolution shall be published in The Princeton Packet within ten (10) days of the date of adoption of same as provided for by law.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, NJ, hereby certify that the foregoing Resolution was adopted by the Council of Princeton, NJ at its meeting held on the 1st day of January, 2013.

Linda S. McDermott, Clerk
Princeton, NJ

Princeton

Resolution

Authorizing the Designation of Public Agency Compliance Officer

WHEREAS, the New Jersey Department of the Treasury, Division of Contract Compliance and Equal Opportunity in Public Contracts ("Division of Contract Compliance") is charged with enforcing N.J.S.A. 10:5-31 et seq., which provides that no public contract can be awarded nor any monies paid until the prospective contractor has agreed to contract performance which complies with the approved Affirmative Action Plan; and

WHEREAS, the law applies to each political subdivision and agency of the State and includes procurement, service and construction contracts; and

WHEREAS, N.J.A.C. 17:27-3.5 requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer (P.A.C.O.); and

WHEREAS, Princeton is a public agency as defined in N.J.A.C. 17:27-2.1; and

WHEREAS, Princeton recommends that Linda S. McDermott, Municipal Clerk, be designated as the P.A.C.O. for Princeton.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Princeton, that Linda S. McDermott, Municipal Clerk be designated as Public Agency Compliance Officer for 2013.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.

Linda S. McDermott
Municipal Clerk

**RESOLUTION
CANCELLATION OF TAX BALANCES UNDER \$10.00**

WHEREAS, balances exist for current year taxes and sewer, and;

WHEREAS, N.J.S.A. 40A:5-17.1 states that the governing body may appoint any official to cancel tax refunds and delinquencies under \$10.00,

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of Princeton, County of Mercer, State of New Jersey, at their meeting held on January 1, 2013, hereby authorizes the Tax Collector to cancel tax and sewer tax balances under \$10.00.

CERTIFICATION

I, Linda S. McDermott, Municipal Clerk of Princeton, hereby certify that the foregoing resolution was adopted by the Mayor and Council of Princeton at its meeting held on the 1st day of January, 2013.

Linda S. McDermott, Clerk
Princeton

PRINCETON

RESOLUTION

WHEREAS, N.J.S.A. 56:4-67 permits Princeton to establish by resolution the rate of interest to be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth calendar day following the date upon which same became due and payable; and

WHEREAS, Chapter 75, P.L. 1991, now permits a governing body to establish a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year; and

WHEREAS, it is recommended that Princeton wishes to establish said penalty for said taxpayers.

NOW, THEREFORE, BE IT RESOLVED by Princeton, as follows:

1. Pursuant to N.J.S.A. 54:4-67, Princeton hereby reaffirms that the following interest shall be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth calendar day following the date upon which same became payable, as follows: 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, to be calculated from the date the tax was payable until the date of actual payment. The term "delinquent" as used herein shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.

2. Additionally, Princeton hereby fixes as a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year an additional sum of 6% of the amount of the delinquency.

3. This resolution shall take effect immediately.

4. A certified true copy of this resolution shall be furnished by the Clerk to the Princeton Tax Collector.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing resolution was adopted by the Mayor and Council of Princeton at its meeting held January 1, 2013.

Linda S. McDermott
Princeton Clerk

RESOLUTION

WHEREAS, representatives of Princeton, Mercer County, State of New Jersey, are called upon from time to time to execute checks on behalf of said Municipality; and

WHEREAS, Princeton wishes to identify and designate officers of the municipality authorized to execute checks.

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

1. The following officers of Princeton are hereby authorized to execute, sign and endorse checks on behalf of Princeton:

Mayor Elizabeth Lempert
Council President Bernard P. Miller
Director of Finance Kathryn Monzo
Chief Financial Officer Sandra Webb
Municipal Clerk Linda S. McDermott
Deputy Municipal Clerk Kathleen Brzezynski

2. A certified copy of this resolution shall be maintained by the Princeton Chief Financial Officer and made available to banking institutions upon request.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held on the 1st day of January, 2013

Linda S. McDermott, Clerk
Princeton

RESOLUTION

BE IT RESOLVED that the Chief Municipal Finance Officer of Princeton be and hereby is designated as the financial officer who is authorized on behalf of the Municipality to sell, and that the Mayor of Princeton, the Clerk and the Chief Municipal Finance Officer be, and they are designated as the officers who are authorized on behalf of the Municipality to execute all promissory notes duly issued during 2013.

CERTIFICATION

I Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held on the 1st day of January, 2013.

Linda S. McDermott, Clerk
Princeton

PRINCETON
COUNTY OF MERCER, STATE OF NEW JERSEY

RESOLUTION

WHEREAS, N.J.S.A. 54:5-19 sets forth the requirement for the tax collector to hold a tax sale for unpaid taxes; and,

WHEREAS, Chapter 99, P.L. of 1997, has amended the Tax Sale law; and,

WHEREAS, there exist certain ambiguities in the language of said amendments,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Princeton that the Tax Collector is hereby authorized to hold a tax sale in 2013 to include unpaid taxes or other municipal liens or charges for the years 2012 or prior.

CERTIFICATION

I Linda S. McDermott, Clerk Princeton, hereby certify that the foregoing resolution was adopted by the Mayor and Council of Princeton at its meeting held on the 1st day of January, 2013

Linda S. McDermott, Clerk
Township of Princeton

RESOLUTION

BE IT RESOLVED by the Mayor and Council of Princeton that the Princeton Packet and the Trenton Times are hereby designated as the official newspapers of this body to receive the schedule, revisions in the schedule, and notices of meetings of this body during 2013 as required by sections 13 and 3d(2) of the Open Public Meetings Act.

I, Linda S. McDermott, Clerk, of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.

Linda S. McDermott, Clerk

RESOLUTION

PROVIDING FOR ADEQUATE NOTICE OF MEETINGS
(Open Public Meetings Act, secs. 4a and 3d)

BE IT RESOLVED by the Mayor and Council of Princeton:

1. The Municipal Clerk is hereby authorized and directed to cause adequate notice to be given of every meeting of this body to be held during 2013 excepting only those meetings that are: (a) shown on the duly adopted and disseminated 2013 schedule of regular meetings or revisions thereof; or (b) limited to matters without adequate notice, as provided by section 4b of the Open Public Meetings Act; or (c) limited only to consideration of items as to which the public may be excluded pursuant to section 7b of the Open Public Meetings Act.

2. The adequate notice required under paragraph 1 of this resolution shall be substantially in the following form:

NOTICE OF MEETING
OF
PRINCETON MAYOR AND COUNCIL

NOTICE is hereby given that the Mayor and Council of Princeton will hold a meeting on (date) at (time) at (location).

The agenda for said meeting, to the extent known, and a statement whether or not formal action may be taken as to items on the agenda, is as follows:

Agenda Item

Formal Action Expected

Linda S. McDermott
Municipal Clerk

3. Said notice, at least 48 hours in advance of the meeting shall be:

Prominently posted on the official bulletin board; transmitted to the Princeton Packet, Town Topics and the Trenton Times; filed with the Clerk; and transmitted to those persons who as of that time have requested same.

I, Linda S. McDermott, Municipal Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by Township Committee at its meeting held January 1, 2013.

Linda S. McDermott
Township Clerk

RESOLUTION
 2013 Schedule of Meetings
 Princeton Mayor and Council
 Princeton, New Jersey

1. The following is hereby established as the schedule of regular meetings of the Mayor and Council of Princeton to be held during 2013 at the Princeton Municipal Building, 400 Witherspoon Street.

January	14	Monday	7:00 p.m.
	28	Monday	7:00 p.m.
February	11	Monday	7:00 p.m.
	25	Monday	7:00 p.m.
March	11	Monday	7:00 p.m.
	25	Monday	7:00 p.m.
April	8	Monday	7:00 p.m.
	22	Monday	7:00 p.m.
May	13	Monday	7:00 p.m.
	28	Tuesday	7:00 p.m.
June	10	Monday	7:00 p.m.
	24	Monday	7:00 p.m.
July	8	Monday	7:00 p.m.
	22	Monday	7:00 p.m.
August	12	Monday	7:00 p.m.
	26	Monday	7:00 p.m.
September	9	Monday	7:00 p.m.
	23	Monday	7:00 p.m.
October	14	Monday	7:00 p.m.
	28	Monday	7:00 p.m.
November	12	Tuesday	7:00 p.m.
	25	Monday	7:00 p.m.
December	9	Monday	7:00 p.m.
	23	Monday	7:00 p.m.
	27	Friday	10:00 a.m.

2. All meetings will be held in the Princeton Municipal Building, 400 Witherspoon Street, Princeton NJ.
3. For the purpose of public inspection, a copy of this resolution shall be forthwith:
 - a. Posted on the official bulletin board and shall remain so posted through 2013.
 - b. Transmitted to the Town Topics, the Trenton Times and the Princeton Packet.
 - c. Filed with the Municipal Clerk.
 - d. Transmitted to those persons who have requested copies of the schedule and revisions thereto.
3. BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

I, Linda S. McDermott, Municipal Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.

Linda S. McDermott
Municipal Clerk

RESOLUTION

WHEREAS, the Princeton on occasion must file tax appeals and rollback assessments; and

WHEREAS, under Statute 54:3-21 a Tax Assessor can only file the appeal on behalf of the municipality if authorized by resolution to do so; and

WHEREAS, the Mayor and Council of Princeton has determined that it is in Princeton's best interest for the Tax Assessor to file the necessary documents.

NOW, THEREFORE, BE IT RESOLVED that Neal Snyder, Princeton Tax Assessor, be and is hereby authorized to file appeals on behalf of Princeton in conjunction with the Attorney's office, for the calendar year 2013.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.

Linda S. McDermott, Clerk

STAFF APPOINTMENTS

2013

The following appointments are hereby made:

Administrator- Robert W. Bruschi
Deputy Administrator and – Kathryn Monzo
Supervisor of Certifying Agent, Public Employees' Retirement System of NJ
Chief of Police – David J. Dudeck
Municipal Clerk and – Linda McDermott
Municipal Improvements Search Officer
Deputy Municipal Clerk – Kathleen Brzezynski
Assistant to the Municipal Clerk – Delores Williams
Director of Finance – Kathryn Monzo
Chief Financial Officer and – Sandra Webb
Certifying Agent, Public Employees' Retirement System of New Jersey
Bookkeeper - Roberta Cass
Tax Collector and – Tammie Tisdale
Tax Search Officer
Deputy Tax Collector – Shari Phillips
Tax Assessor – Neal Snyder
Chief Information Officer – Robert McQueen
Director of Engineering – Robert V. Kiser
Director of Infrastructure and Operations – Robert A. Hough
Director of Public Works – Donald Hansen
Assistant Superintendent of Public Works – Wayne Carr
Assistant Superintendent of Public Works – Thomas Crochet
Construction Official – John Pettenati
Building Inspector – Thomas Moffat
Planning Director – Lee Solow
Zoning Officer – Derek Bridger
Historic Preservation Officer – Christine Lewandoski
Director of Emergency Services – Robert Gregory
Fire Official – William Drake
Municipal Court Judge – John F. McCarthy, III, Esq.
Municipal Court Administrator – Susan F. Shapiro
Deputy Court Administrator – Corinne Sliker-Monda
Violations Clerk – Janice Mooney
Recreation Director – Benjamin Stentz
Director of Corner House – Gary DeBlasio
Director of Health and Social Services – Kathryn Monzo
Health Officer – David Henry
Human Services Director – Cynthia Mendez
Affordable Housing Coordinator – A. Christy Peacock

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.

Linda S. McDermott, Clerk

RESOLUTION
PRINCETON, A MUNICIPAL CORPORATION
OF THE STATE OF NEW JERSEY

2013 APPOINTMENTS

WHEREAS, Princeton wishes to appoint for the calendar year 2013 various consultants that provide services to Princeton; and

WHEREAS, the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*, requires that a Resolution authorizing the award of a Contract for "Professional Services" without competitive bidding must be publically advertised.

NOW, THEREFORE, be it resolved by the Council of Princeton, NJ as follows:

1. For the calendar year 2013, the following professional appointments are hereby made:

Attorney:	Edwin W. Schmierer, Esq.
Assistant Attorneys:	Mason, Griffin & Pierson, P.C.
Bond Counsel:	McManimon, Scotland & Baumann, LLC
Labor Counsel:	Robert T. Clarke, Esq. Apruzzese, McDermott, Mastro & Murphy, P.C.
Codifier:	Coded Systems
Tax Attorney:	Harry Haushalter, Esq.
Municipal Court Judge:	John F. McCarthy, III, Esq.
Public Defender:	Michael Barrett, Esq. Bergman & Barrett
Municipal Housing Liaison:	Anna Christy Peacock
Municipal Prosecutor:	Reed Gusciora, Esq.

Planning and/or
Zoning Consultants:

Ostergaard Accoustical Associates
Land Concepts Group
SWM Consulting, Inc.
AECOM Technical Services, Inc.
Snyder Environmental Engineering Associates
Gregory Sandusky, P.E., L.S.
Princeton Hydro, L.L.C.
Daniel Dobromilsky & Associates
Weidlinger Associates
Dr. Bruce Eisenstein

Consulting Psychiatrist,
Corner House:

Dhwani B. Shah, M.D.

Website Consultant:

City Connections, LLC

2. The Professional Services Agreements for each of the professional appointments referenced hereinabove are on file in the Office of the Clerk and may be inspected during regular office hours.
3. These Contracts are being awarded without competitive bidding as "Professional Services" Contracts in accordance with the provisions of *N.J.S.A. 40A:11-5(1)(a)* of the New Jersey Local Public Contracts Law because services will be rendered or performed by a person or persons authorized by law to practice a recognized profession and whose practice is regulated by law.
4. A notice of this action shall be published in The Princeton Packet as required by law within ten (10) days of its passage.

CERTIFICATION

I, Linda S. McDermott, Clerk of Princeton, NJ, hereby certify that the foregoing Resolution was adopted by the Council of Princeton, NJ at its meeting held on the 1st day of January, 2013.

Linda S. McDermott, Clerk
Princeton, NJ

RESOLUTION

BE IT RESOLVED by the Mayor and Council of Princeton that the attached Board, Commission and Committee Members' Handbook is hereby adopted.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.

Linda S. McDermott, Clerk

Board, Commission & Committee Members' Handbook

2013



WELCOME

On behalf of the newly consolidated Princeton government, I would like to welcome you as a member of a Princeton municipal advisory board, committee or commission. This handbook was prepared as a reference for those residents who volunteer to serve on one of Princeton's advisory bodies.

The mission of Princeton's Boards, Commissions, and Committees is to advise the Princeton Council in our decision-making process through direct citizen participation. Although the specific duties of each board and commission vary widely, there are certain responsibilities common to all board, committee and commission members. These guidelines are intended to assist you in your volunteer efforts on behalf of our community.

I, along with the entire Princeton Council, thank you for volunteering your time and expertise to improve our town.

Sincerely,

Liz Lempert
Mayor

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ACKNOWLEDGEMENTS

This handbook was based on similar handbooks from other municipalities. We thank Fort Collins, Colorado; Rockville, Maryland; and San Mateo County for their example.

RELATIONSHIP TO MAYOR, COUNCIL AND STAFF

Each commission, committee and board has various powers and duties specified by municipal ordinance and/or State law.

Their primary responsibility is to advise and make recommendations to the Princeton Council, the elected policy-making body of the municipality. Except where explicitly specified by state law, co commissions, committees and boards do not make policy decisions. This responsibility legally resides with the Princeton Council and cannot be delegated to any other body.

Council Liaisons

The Mayor selects Council liaisons to the boards and commissions each year with the advice and consent of Council. The role of Council liaisons is as follows:

- To serve as the primary two-way communications channel between the Princeton Council and the board, committee or commission.
- To help resolve questions the board, committee, or commission may have about the role of the Princeton Council, municipal government, and the board, committee or commission.
- To provide procedural direction and relay the Princeton Council's positions to the board or commission.
- To identify and help resolve any problems that may exist with respect to the functioning of the board, committee, or commission.

Meetings with the Mayor and Council

Periodically, the Mayor and Council may hold a work session with a Board, Committee or Commission. These work sessions serve as an opportunity for open dialogue regarding matters of mutual concern. They also provide a forum to address any issues, including those that may have a budgetary impact.

Staff Interaction

Staff members may act as advisors to boards, committees and commissions, and can provide research and administrative services.

Committee members should not and cannot direct staff to work on projects without the approval of the Princeton Mayor and Council and direction of the Administrator. To operate the municipality in an effective and professional

manner, the Mayor, Council and Administrator need to be aware of the projects on which each department is working.

The committees have no authority to supervise or direct the work of departments.

Correspondence and requests directed to the staff on behalf of the Board or Commission should be routed through the chairperson and/or the council liaison.

MEETING PROCEDURES

Open Public Meetings Act

All meetings of a board or commission shall be open to the public at all times, except when the board or commission is meeting in a validly convened executive session.

The term "meeting" is defined as a gathering of a quorum of any board or commission at which any public business is discussed or at which any formal action may be taken. It is important to remember that the open meeting requirements apply to more than just in-person gatherings. They also apply to telephone conference calls, group emails, or any other means of communication where conference-like communication can occur. However, the term "meeting" does not include a chance meeting or social gathering at which the discussion of public business is not the central purpose.

Notice Requirement

Full and timely notice to the public must be given prior to the holding of any meeting of a board or commission at which a majority or quorum is in attendance or is expected to be in attendance.

Each board, commissions and committee chair should provide a list to the Clerk's Office of the regular meeting dates. For special meetings, irregularly scheduled meetings, or rescheduled meetings, notice of the meeting must be filed with the Clerk's Office at least 48 hours before the time of the meeting. Less notice is permitted only when dealing with matters of such urgency and importance that a delay would be likely to result in substantial harm to the public interest. Additional restrictions apply. The chairperson must confirm any such meetings in advance with legal counsel to the board, committee, or commission, if available, or with the municipal administrator or the mayor.

Executive or Closed Session

The holding of an executive session is the only time that a meeting of a board, committee or commission may lawfully be conducted privately. For most boards and commissions, the use of executive sessions is a rare event and board and commission members are encouraged to obtain advice in advance from the administrator if they contemplate requesting such a session.

During an executive session, the board or commission cannot make final policy decisions, adopt resolutions, or take other formal action.

Agenda

The chair should put together an agenda in advance of each meeting.

Only items appearing on the agenda are to be considered. Agendas for regular meetings should be emailed to the clerk at least 48 hours before the meeting to allow sufficient time for posting on the town website.

Each board, committee, or commission should allow members of the public an opportunity to speak to any matter coming within its purview, regardless of whether the matter is on the agenda. The chair can impose time limitations if necessary.

Quorum Requirements

In order for a board, committee or commission to conduct business or take formal action, a quorum of the membership must be present. A quorum consists of the majority of the total number of members specified by the municipal ordinance for that board, committee or commission. This quorum requirement does not change even if a position on the board or commission is vacant and the Mayor has not appointed a replacement. In the event that a quorum is not present for a meeting, those present can adjourn the meeting to a later date and time.

Selection of a Chair

Each group is responsible for selecting its own chairperson and vice-chairperson at the first meeting of each calendar year. In the absence of the chairperson, the vice-chairperson shall preside. In the absence of both the chairperson and vice-chairperson, a quorum of those members present shall designate an acting chairperson to preside over the meeting.

The chairperson has the power to confine discussion and to limit debate when it is no longer productive. The chairperson's rulings prevail unless overruled by a majority of the members. The chairperson retains the right to make and second motions, participate and vote on all matters.

Minutes

Minutes must be taken at any meeting of a board or commission at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or could occur. The minutes will be made available to the public and a copy must be filed with the Clerk upon approval.

The minutes of a meeting during which an executive session is held shall reflect the topic of the discussion at the executive session.

At a minimum, the minutes of a meeting should contain the following information:

- Date, time and location of the meeting.
- Listing of members present
- General outline of each major topic discussed, considered, and the outcome.
- Verbatim (to the extent possible) record of all motions along with a list of how each member voted on each motion.
- Statements made by individual board members explaining their vote. (Note: it is especially important that board members state, and the minutes reflect, reasons for dissenting opinions.)
- Detailed recording of all formal action taken.
- Time of adjournment.

Approval of Minutes

Boards, commissions and committees should review minutes and make any additions, deletions, or corrections. Each board, committee, and commission is encouraged to draft, review, and approve minutes in a timely manner. The approved minutes should be sent by the chairperson or secretary of the board or commission to the Clerk.

Rules of Procedure

Advisory group meetings are usually conducted according to parliamentary procedure. Many advisory groups have adopted standard rules of procedure for the conduct of official meetings as found in "Robert's Rules of Order."

The agenda constitutes the body's agreed-upon road map. Each agenda item can be handled by the chair in the following basic format:

- 1) The chair should announce the agenda item number and subject.
- 2) The chair should invite the appropriate people to report on the item, including any recommendation they might have.
- 3) The chair should ask members of the body if they have any technical questions for clarification.

4) The chair should invite public comments or, if appropriate at a formal meeting, open the meeting to public input. If many members of the public want to speak, the chair may limit the time of each public speaker. At the conclusion of the public comments, the chair should announce that public input has concluded.

5) The chair should invite a motion from the advisory body members. The chair should announce the name of the member who makes the motion.

6) The chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member who seconds the motion.

7) If the motion is made and seconded, the chair should make sure everyone understands the motion. This is done in one of two ways:

- a. The chair can ask the maker of the motion to repeat it; or
- b. The chair can repeat the motion

8) The chair should now invite discussion of the motion by the members of the advisory body. If there is no desired discussion or the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or a very brief discussion, the vote should proceed immediately, and there is no need to repeat the motion. If there has been substantial discussion, it is normally best to make sure everyone understands the motion by repeating it.

9) The chair takes a vote. Simply asking for the "ayes" and then the "nays" is normally sufficient. If members of the body do not vote, then they "abstain." A simple majority determines whether the motion passes or is defeated.

10) The chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members, if any, who voted in the minority on the motion.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the advisory body and the public can attend to business efficiently, fairly and with full participation. And at the same time, it is up to the chair and the members of the advisory body to maintain common courtesy and decorum. Only one person at a

time should have the floor, and it is always best for every speaker to be first recognized by the chair before proceeding to speak.

The chair should ensure that debate and discussion of an agenda item focus on the item and the policy in question, and has the right to cut off discussion that is too personal, too loud or too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may limit the time allotted to speakers, including members of the advisory body.

On many occasions, the success or failure of the efforts of a board or commission is dependent upon the degree of cooperation evident among the individual members of the body. We encourage you to keep the following points in mind in your interactions with other members:

- Show respect for other's viewpoints.
- Allow others adequate time to present their views fully before making comments.
- Be open and honest. Welcome new members and help them become acquainted with their duties.

Communications Policy

Any position the board or commission would like to take on behalf of the municipality must be approved by the Princeton Council unless otherwise provided for by law. Boards are encouraged to coordinate with Council on policy and fiscal matters.

Correspondence directed to staff on behalf of the Board or Commission, including requests for information, should be routed through the chairperson and/or the council liaison.

Expressing Individual vs. Board Views

As an individual member of a board or commission, you must not represent your own views or recommendations as those of the board or commission unless the majority of the body has officially voted to approve such action. Board or commission members making recommendations or expressing views which have not been approved by a majority of the board should indicate they are expressing individual opinions and are not speaking on behalf of the advisory board or the municipality.

When making a public statement, members should remind listeners that board actions are recommendations (unless otherwise provided by law) and that final action will be taken by the Princeton Council. Remember that your actions and statements as a board or commission member assume special significance, and if not responsibly discharged, could result in a situation detrimental to the public's best interests.

Although board and commission members may be selected, in part, on the basis of representing specific interest groups, each member should represent the overall public good and not that of an exclusive group or interest.

CODE OF CONDUCT FOR MEMBER'S OF PRINCETON'S VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Introduction

As representatives of the Princeton government, members of the municipality's volunteer boards, committees and commissions are required to comply with the following rules.

These rules require members to abide by certain ethical standards and to comply with the municipality's harassment policy.

Each member shall upon his or her appointment sign and submit to the Administrator's office the attached "Receipt and Acknowledgment" stating that they have received a copy of this Code and shall abide thereby.

Local Government Ethics

Members shall abide by the Local Government Ethics Law, N.J.S.A. 40A:9-22.1 et seq. and familiarize themselves with the "Disqualification Rules" attached hereto as Exhibit A.

Members shall not solicit or accept personal gifts of any form from private sources for services rendered or to be rendered as members of volunteer boards, committees or commissions, or in the course of conducting business in their capacity as members of volunteer boards, committees or commissions.

No member shall be interested, directly or indirectly, in any contract with the Municipality, or in the compensation for goods or services furnished to the Municipality or any contractor furnishing the same to the Municipality; nor shall he or she participate in any profits of such parties or receive any gift or other reward for actions related to such activities.

Members shall not engage in partisan political activity on municipal time or property, use their position for personal gain, or unlawfully use their position to coerce others. Nothing herein shall be construed to prevent members from becoming or continuing to be members of any political party, club or organization, attending political meetings or expressing partisan political views or circulating petitions on public questions outside of working hours and off municipal property. Nor shall members be prevented from voting with complete freedom in any election.

Harassment Policy

To the extent applicable, members shall abide by and conduct themselves in accordance with the "Policy Against Harassment" attached hereto as Exhibit B. This is the harassment policy governing Princeton municipal employees and it shall be equally applicable to members of volunteer boards, committees and commissions.

Attendance Policy

All members of boards, committees and commissions shall regularly attend the meeting of the agency upon which they are serving. Failure to do so may lead to the member's removal after a public hearing if said member requests one, for cause.

Eligibility

All members of boards, committees and commissions shall be residents of Princeton during their tenure on said boards, committees and commissions unless the enabling legislation or ordinance creating said board, committee and commission permits non-residents to serve.

Persons employed by the municipality may not serve on any board or commission unless so provided in the enabling legislation.

Members are free to resign at any time.

EXHIBIT A: Disqualification Rules

Members of voluntary boards, committees and commissions should conscientiously avoid participating in the functions of their respective boards, committees and commissions on any matter that may involve directly or indirectly a conflict of interest which would prejudice the value of their advice. Members are often persons who by professional personal qualifications have unique involvement in certain specialty fields including but not limited to engineering, law, real estate and medicine, and as such may personally or professionally have an interest generally in the progress of particular points of view or cases in the community, which professional interest is a part of and not detrimental to their function on the respective board, committee or commission.

Consequently, it is improper for any member to participate in consideration of or vote on any application to which he or she may have a direct or indirect special relationship which could influence his or her comments, or give the appearance of unduly influencing recommendations of the board, committee or commission of which he or she is a member. It is the obligation of each member to determine whether he or she has such a special relationship to any application by applying the guidelines set forth herein. In no event shall a member be considered to have a special relationship to an application merely because of a specific opinion based upon personal beliefs or professional views. A special relationship shall be deemed to exist where economic or personal interest, professional or otherwise, is directly or indirectly concerned with the individual application.

The following are examples of such explanations:

- (1) Having been engaged by or having given substantial assistance to the applicant in preparation of any part of his or her submission.
- (2) Having a direct or indirect interest in financial results which may result from a ruling on the application.
- (3) Being the employer, employee, client, associate or relative, of the applicant or having a financial or proprietary interest in the application.

The foregoing examples are merely illustrative of the special interest referred to by these rules and are not to be considered definitive limits of the form special interest might take. In any situation when a special interest exists, whatever its form, it shall be the duty of the member

affected to make it known to the other members of the board, committee or commission and withdraw from consideration of the affected application.

EXHIBIT B: POLICY AGAINST HARASSMENT

Purpose. The purpose of this policy is to maintain a work environment free from any type of harassment and to provide procedures for reporting, investigating, and resolving complaints of harassment.

Policy. It is the policy of Princeton to maintain a work environment that permits every employee to be free from harassment by any co-worker, supervisor, or other person. It is unacceptable for any employee to engage in any type of harassment, including, but not limited to harassment on the basis of age, race, sex, disability, national origin, religion, ancestry, and/or sexual orientation.

While it is not easy to define harassment, harassment includes slurs, epithets, threats, unwelcome phone calls, derogatory comments, unwelcome jokes, teasing, sexual innuendo, unwelcome sexual advances, requests for sexual favors, other similar verbal or physical conduct such as uninvited touching or sexually related comments, and persistence in any or all of the above.

In addition, it is unacceptable for any employee to engage in conduct that involves unwelcome advances where:

- (a) Submission to such conduct is made implicitly or explicitly a term or condition of employment;
- (b) Submission to or rejection of such conduct is used as the basis for employment decisions;
- or
- (c) Such conduct has the purpose or effect of unreasonably interfering with an employee's work performance, or creates an intimidating, hostile, or offensive work environment.

The Municipality will not tolerate any kind of harassment of its employees, and any employee found to be engaging in such conduct will be subject to appropriate disciplinary action, up to and including termination of employment.

Administration of Policy.

(a) Each Department Head has an affirmative duty to maintain his or her department or other area of responsibility free of harassment. A manager/supervisor who becomes aware of harassment shall report the

incident to his or her manager or supervisor as noted in Paragraph (c) below, and shall take appropriate corrective action to insure that such conduct ceases immediately.

(b) Any employee who feels that he or she is a victim of harassment should immediately report the matter to their Department head or Administrator. Under no circumstances need the employee report the harassment to a supervisor he or she is accusing of harassment. The employee should, therefore, go to the management level with which they feel most comfortable to report the alleged incident. No retaliatory measures will be taken against any employee who complains of harassment, or against any employee who assists an investigation by providing testimony. All reports of harassment will be thoroughly and discreetly investigated. The Municipality will, to the maximum extent feasible, maintain the confidentiality of such complaints.

(1) If it is not practical for a Police Department employee to report harassment to his or her supervisor, the employee instead may make a report to another supervisor, the Internal Investigation Officer, or the Chief of Police.

(c) Any Department Head to whom a complaint of harassment is made shall be responsible for immediate investigation of the claim. The investigating Department Head shall immediately notify the Administrator, and submit a written, confidential report of the complaint, and investigation no later than five working days after the initial report. Failure to make such investigations and reports will subject the responsible Department Head to appropriate disciplinary actions, up to and including termination of employment.

(d) This policy will be posted in an appropriate place in each municipal building. Department Heads will inform all members of their staff of this policy.

Harassment Complaint procedure.

(a) When a complaint is made of alleged harassment, conduct an interview with the employee who made the complaint. Obtain any facts and/or documentation pertaining to the alleged incident. Assure the employee that the matter will be kept confidential except to the limited extent necessary to investigate the allegations.

(b) Conduct a thorough investigation of the claim. One person should be responsible for handling the investigation in order to

preserve the confidentiality of the incident and to ensure prompt response.

- (1) Check the personnel folders of the parties involved for previous complaints or problems.
 - (2) Examine the work record of the parties involved.
 - (3) Interviewing the accused, and any witnesses to the alleged incident
- (c) If a thorough investigation reveals there is no basis to the claim of harassment, reiterate the policy to the parties involved and note the incident in their respective folders.
- (d) If the investigation reveals there is a basis for the claim of harassment, take prompt action against the offending employee. Depending on the seriousness of the harassment and prior history, the following actions should be taken:

- (1) Written memorandum of censure by the Department Head, with copy to the Administrator. Letter of admonition to the employee from the Administrator. Counseling on harassment required.
- (2) Placement of the employee on probation by action of the Administrator.
- (3) Mandatory transfer or demotion of the employee by action of the Administrator
- (4) Suspension from duty by action of the Administrator.
- (5) Dismissal of the employee from Princeton municipal service by the Administrator.

As a final step, the investigating Department head should prepare a written report of the Investigation and action taken. A copy of the report should be sent to the Administrator and placed in the personnel folder of each of the parties involved.

- (e) The Internal Investigation Officer shall be responsible for the investigations of any complaint within the Police Department alleging harassment. The Internal Investigation Officer shall immediately notify the Chief of Police and the Prosecutor's Office if the complaint contains evidence of criminal activity, such as battery, attempted rape, or rape. The investigator shall include a determination whether other employees

are being harassed by the person, and whether other Department members participated in, or encouraged the harassment. The Investigator shall inform the parties involved of the outcome of the investigation. A file of harassment complaints shall be maintained in a secure location. The Chief of Police shall be provided with an annual summary of these complaints.

Any questions concerning Princeton's policy against harassment should be directed to the Administrator's Office.

Receipt and Acknowledgment

It is your responsibility to familiarize yourself with the Code of Conduct for Members of Princeton Municipal Voluntary Boards, Committees and Commissions. If you do not understand any portion of the Code of Conduct or its attachments, please contact the Administrator for further guidance.

I, _____, have received a copy of the Code of Conduct for Members of Princeton Municipal Volunteer Boards, Committees and Commissions ("Code"). I understand that the Code of Conduct describes policies governing harassment and government ethics that are applicable to Princeton's boards, committees and commissions. I agree to abide by these policies.

Member's Signature

Date

Print Name

**Mayor and Council
PRINCETON**

RESOLUTION

BE IT RESOLVED by the Mayor and Council of Princeton:

The following persons are hereby appointed to Princeton Boards, Commissions and Committee:

Board, Commission & Committee	Term of Office
ENVIRONMENTAL COMMISSION	
Matthew Wasserman	3 years
Wendy Kaczerski	3 years
Heidi Fichtenbaum	3 years
Cecilia Birge	2 years
Neena M. Patil	2 years
Karen Zemble	1 year
Gail Ullman	1 year
ALT 1 Dana Molina	2 years
ALT 2 Stephanie Chorney	1 year
HUMAN SERVICES COMMISSION	
*Ross Wishnick	3 years
*Larry A. Spruill	3 years
Paul Rorem	3 years
*Leticia Frega	2 years
Martha Friend	2 years
*Bobby Hackett	2 years
Elizabeth Bidwell Bates	1 year
*John Heilner	1 year
Laura Encina	1 year
* Local Assistance Board Members	
LIBRARY BOARD OF TRUSTEES	
Andrew Erlichson	3 years
Kiki Jamieson	5 years
Ruth Miller	4 years
Barak Bar Cohen	1 year
Kevin Royer	2 years
Pam Wakefield	5 years
Audrey S Gould	4 years
BOARD OF HEALTH	
George DiFerdinando, Jr. MD	3 years
Charles L. Rojer, M.D.	2 years
Robert Ciotta, MD	3 years
JoAnn Hill	2 years

Bruce Topolovsky	2 years
ALT 1: Steve Miller	2 years
ALT II: Linda Steiner Sichel	1 year

PLANNING BOARD

Gail Ullman, Class II (PEC Rep.)	1 year
Marvin Reed	4 years
Mildred Trotman	4 years
Wanda S. Gunning	3 years
Tim Quinn (BOE Rep)	1 year
Julie Capozzoli (HPC Rep)	2 years
Julie Nachamkin	2 years
ALT 1 Anne Burns	2 years

SITE PLAN REVIEW ADVISORY BOARD

Robert Cerutti	4 years
Bill Wolfe	4 years
Harry Cooke	3 years
Alyce Bush	2 years
Lydia Robinson	2 years
ALT 2 Holly Nelson	1 year

HISTORIC PRESERVATION COMMISSION

Julie Capozzoli	4 years
Catherine Kurtz Gowen	4 years
Robert von Zumbusch (Class A)	4 years
David Schure	3 years
Elric Endersby (Class B)	2 years
Celilia Tazelaar	4 years
Roger Shatzkin	1 year
ALT 1 Shirley Satterfield	2 years

ZONING BOARD OF ADJUSTMENT

Louisa Clayton	4 years
Sara Segal	3 years
Michael Floyd	2 years
Barry S. H. Royce	2 years
Penelope Baskerville	2 years
Ravi Manchi	1 year
ALT I Steven Cohen	2 years
ALT II Doreen Blanc Rockstrom	1 year

CORNER HOUSE BOARD

Wendy M. Jolley	3 years
Minnie Craig	3 years
John Curtis	3 years

CABLE TV COMMITTEE

Daniel Preston	3 years
Richard Woodbridge	2 years
Anne Reeves	1 year

RECREATION COMMISSION

Joanne Rogers	3 years
Richard Nosker	3 years
Andrew Koontz	2 years
Mia Cahill	2 years
Grace Asagra Stanley	1 year

BICYCLE & PEDESTRIAN ADVISORY COMMITTEE

Karen Jezierny	3 years
Steve Kruse	3 years
Laurie Harmon	2 years
David Cohen	2 years
Carolyn Sealfon	1 year
Anita Jeerage	1 year
ALT 1 Lisa Serieyssol	2 years

SEWER OPERATING COMMITTEE

David Goldfarb	3 years
Valerie Haynes	2 years

STONY BROOK REGIONAL SEWERAGE AUTHORITY

David Goldfarb
Sue Nemeth

AFFORDABLE HOUSING

Carol Golden	3 years
Mary Agnes Procaccino	1 year
David Schroyer	1 year
Ruth Thurmond Scott	2 years

SHADE TREE COMMISSION

Lily Krauss	2 years
Pam Machold	3 years
Patricia Frawley	2 years
Sharon Ainsworth	1 year
Alexandra Radbil	2 years
Janet Stern	1 year
May Papastephanou	1 year
ALT 1: Pat Hyatt	2 years
ALT 2: Steve Hiltner	1 year

CITIZENS FINANCE COMMITTEE

Scott Sillars	3 years
Brian McDonald	1 year
Will Dove	3 years
Adrienne Krepke	3 years

TRAFFIC & TRANSPORTATION COMMITTEE

Anton Lahnston
Ralph Widner
Pam Hersh

3 years
3 years
1 year

ANIMAL CONTROL ADVISORY COMMITTEE

Dona Schneider
Steve Frakt

2 years
3 years

TRANSIT TASK FORCE

Kevin Wilkes

RESOLUTION

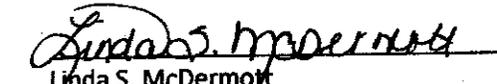
NOW BE IT RESOLVED that the Council members listed below are appointed to the municipality of Princeton Task Forces for the year 2013 as follows:

TRANSIT TASK FORCE: Councilman Liverman
Councilman Simon

TRANSIT TASK FUND: Councilman Miller
Councilman Simon
Mayor Lempert

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to each committee, the Office of the Municipal Clerk and posted on the municipal bulletin board.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.


Linda S. McDermott

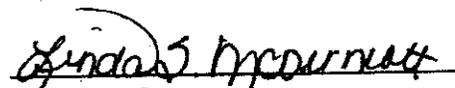
RESOLUTION

NOW BE IT RESOLVED that the Council members listed below are appointed representatives of Princeton committees for 2013:

CABLE TELEVISION	Councilwoman Crumiller
CITIZENS FINANCE ADVISORY	Councilman Simon, Councilwoman Howard, Mayor Lempert
HEALTH	Councilwoman Howard
LIBRARY	Mayor Lempert
PLANNING	Councilwoman Crumiller/ Councilman Miller
SHADE TREE	Councilwoman Crumiller
TRAFFIC/TRANSPORTATION	Councilwoman Butler
CORNER HOUSE/PADA	Councilman Liverman
HOUSING AUTHORITY	Councilman Simon
HUMAN SERVICES	Councilwoman Howard
ENVIRONMENTAL	Councilwoman Crumiller
RECREATION	Councilwoman Butler
AFFORDABLE HOUSING	Councilman Liverman
JOINT PEDESTRIAN AND BIKE ADVISORY	Mayor Lempert
ANIMAL CONTROL	Councilman Miller

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to each committee, the Office of the Municipal Clerk and posted on the municipal bulleting board.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.


Linda S. McDermott

RESOLUTION

NOW BE IT RESOLVED that the Council members listed below are appoint to the municipality of Princeton committees for the year 2013 as follows:

PUBLIC SAFETY:	Howard (Police Commissioner)	Liverman (Fire Commissioner)	*Lempert
PUBLIC WORKS:	Simon	Crumiller	Lempert
PERSONNEL	Liverman	Butler	Lempert

- Denotes Ex-Officio

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to each committee, The Office of the Municipal Clerk and posted on the Municipal bulletin board.

I, Linda S. McDermott, Clerk of Princeton, County of Mercer, State of New Jersey, do hereby certify that the foregoing is a true copy of a resolution adopted by the Mayor and Council at its meeting held January 1, 2013.


Linda S. McDermott

Congratulations!

Today is a day for celebration. We're welcoming a New Year and a new and unified municipality. And we're also honoring the great history of our town and celebrating this opportunity for an even greater future.

Everyone in our town will play a role in that greater future.

This afternoon, I want to touch briefly on how we got to today and how we will move forward.

First, I want to thank the Girl Scouts for leading us in the Pledge of Allegiance. They did a great job. How about a round of applause for the Girl Scouts?

[Next, I'd also like to recognize several honorary guests who are here with us today. I want to welcome...]

And I want to acknowledge our new Princeton Council: Bernie Miller, Lance Liverman, Jenny Crumiller, Jo Butler, Heather Howard and Patrick Simon. We have a great, talented team, and I look forward to working with each and every one of you on behalf of our town.

I also want to thank each of you, our community leaders, concerned residents, and our staff for being here today to celebrate this historic moment for Princeton, and for your everyday contributions to making Princeton the success that it is.

Additionally, I want to thank my family – my husband Ken, my daughters Madi and Ella, my parents, Sue and Art, who are here visiting from California, and my in-laws, Frank and Sandy Norman. Thank you so much for all you do to support me and allow me to do this job.

Finally, I want to thank former Mayor Dick Woodbridge for swearing me in. Dick postponed his vacation to be here today, and I'm very grateful.

I asked Dick to administer my oath of office because I have tremendous respect for him and his long and continuing record of service to this community. His being here demonstrates that this is a day for coming together... No matter your political persuasion or your feelings about the issues of the day, or on which side of the old Borough-Township line you reside – today is the day when we start to build a unified future as Princetonians.

Underlying all my thanks is my belief that when we come together and support each other, we can accomplish great things.

Andrew Carnegie, the industrialist and philanthropist who, among other things, funded the construction of Princeton's Lake Carnegie, once said, "Teamwork is the ability to work together toward a common vision... It is the fuel that allows common people to attain uncommon results."

Princeton has often served as a setting for "uncommon results."

From George Washington's decisive battle victory here on January 3, 1777, to the meeting of the Continental Congress in Nassau Hall, to the 1948 Princeton Plan for school integration, Princeton has had a rich and storied history.

Today, with the beginning of our newly consolidated government, we turn the page and start a new chapter. The big question is – what will be the story of Princeton's consolidation? Will we be a cautionary tale or a model for the state and nation?

There can only be one answer to that question... we will succeed.

2012 has been a year of transition. Earlier this morning we had a celebration to thank all the volunteers, elected officials and staff who had helped bring us to this point. We will forever be indebted to those who did this trailblazing, and at times, difficult work.

Princeton is the first major consolidation in the state of New Jersey in over a century. It is fitting role for Princeton – we have the most skilled and talented residents of any community – and, because of that, we have a duty to lead the way, especially when it comes to good government.... Transitioning to a consolidated government has been hard work, and our first years as a single government will be filled with challenges. But if there is any community up for the challenge, it is Princeton.

Before consolidation we were on an unsustainable path – fixed costs such as pensions, health care and union contract salaries continue to rise. In order to simply maintain the fiscal status quo, we were faced with deciding between service cuts, staff reductions, or tax increases. In the years leading up to consolidation, both the Borough and Township had reduced the size of their staffs by nearly 20%. There was not much left to squeeze. Consolidation was the clearest way to reduce costs without decreasing services.

We haven't solved all our problems – but we are better positioned to alleviate the strain of ever-increasing property taxes. And I'm happy to report that even though consolidation came with substantial one-time transition costs, we will work with staff to put together a budget that requires no municipal tax increase in 2013.

In order for our newly consolidated Princeton to succeed, everyone – every resident, every business owner, every property owner – has to work together as a team. To that end we will be working closely with every institution in our community -- including Princeton University. I want to thank Chad Goerner, Anton Lahnston, Barbara Trelstad, and Bill Wakefield for their work on town-

gown relations. I'm pleased to announce that the University has invited me to address its Board of Trustees later this month and, in turn, I have invited the University's new President, once he or she is selected, to address our Council in the fall. Open dialogue and teamwork across the board will ensure that, when the country looks for models of success in implementing consolidation, Princeton is the first example that comes to mind.

One of the greatest benefits of consolidation will be the opportunity we have to enhance the services we provide to the community. By having a single police force, a single public works department, a single administration and a single government, we can deploy our resources more efficiently, combine the best of both the Township and Borough governments to be more effective, and work as a team instead of at cross purposes.

A prime example of how we can do things better by working together is our recent response to Hurricane Sandy. By having a single Emergency Operations Center – with Borough and Township police and public works crews working in concert under a single leadership – we were better able to clear the roads, set up an emergency shelter, and communicate with the public.

Going forward we will seek out other synergies and efficiencies, and I know we will accomplish great things. In the coming years, we're going to work to achieve all of the opportunities afforded by consolidation. But it can't all happen tomorrow. That is why we're having a goal-setting session – this Thursday – to begin establishing a list of priorities for this first year. So, you are all invited back here in two days on January 3rd, starting at 5:00 p.m. Please come to observe or to offer ideas and suggestions.

Your ideas and suggestions are not limited just to this goal-setting session. As your mayor, my door will always be open. I plan to have mayor's hours the third Thursday of every month. The first session will be on Thursday, January 17, from

5:00 to 7:00 p.m., here in this building. In February, I'll hold mayor's hours at the former Borough Hall.

Come visit. We're always looking for good ideas for potential solutions.

If you were here earlier for the consolidation celebration, you may have heard me cite one of my favorite quotations. It's a great quote for today, the day that our community comes together under a single, more efficient and effective government, so I'm going to cite it again. The quote, originally from Martin Luther King, was a favorite of longtime Princeton resident and community leader, Albert Hinds – the namesake of our library's plaza. Mr. Hinds liked to say:

"It's always the right time to do the right thing."

For too long Princeton has been one community with two governments. Coming together and joining forces is the right thing for our town – and this is the right time.

Happy New Year and Happy New Princeton! I'd like to thank my husband Jon for all his support. I'd also like to acknowledge my mother, three kids and son-in-law, even though they're not here, for being there for me.

This is a super exciting moment, and I'm especially proud and happy to be here with my Princeton Council colleagues. The great thing about it is that there is no status quo. We have the opportunity like no other to choose the best way of doing things, whether it's a new way or a former Township or Borough way.

But this opportunity is also a challenge for us. We have a lot to do this year. Not only do we have to establish policies, procedures and a new culture, but we have to address a set of serious issues facing the town. We have an aging public works facility, a vacant hospital site, a huge arts and transit project, a request for rezoning lower Alexander Road, a search for a new administrator and more. I plan to do approach these challenges with these guiding principles as I have as a member of Borough Council. I will carefully study the issues and research the background, listen carefully to all sides with an open mind and always seek to improve and better our town. In land use decisions I will continue to seek to preserve and protect Princeton's unique character, especially our old-fashioned neighborhoods that are both beautiful and foster the close sense of community that we are fortunate to have in Princeton.

Heather Howard

I'm very proud to be up here with this great group of leaders who are so committed to advancing Princeton.

But we don't stand alone – we stand with all those who have worked over the years to make Princeton the wonderful place it is. The past and present elected officials whose service we are so grateful for, and the many citizen volunteers who have worked tirelessly to create a strong and vibrant community.

All eyes are on us because this is an historic day. During a time of increasing cynicism about government, Princeton can continue to demonstrate that government can work for its citizens.

Make no mistake about it – there is a lot of work to be done this year to achieve the promise of consolidation. But thanks to the Consolidation Commission and TTF and a terrific staff, a tremendous foundation has been laid for its success. If we work together and don't shy away from bold and decisive action, we can provide those fiscal savings, enhanced services and more efficient government that our community deserves.

I want to thank my colleagues and my husband Hunter and my little guy Nate for your support. I will endeavor to make you and all of Princeton proud.

Remarks for Princeton Council Organization Meeting, January 1, 2013
Patrick Simon

Happy New Year everyone! Thank you all for coming out on this chilly winter day, to celebrate the start of a new year in the newly consolidated Princeton. I intend to keep my remarks brief, so that you can go on with your celebrations this morning.

The speakers this morning, and my colleagues who spoke before me, have discussed the goals of consolidation, the opportunity we have as we come together as one Princeton, and the work that we still need to do. I share those goals and am committed to achieving them.

I would like to thank you in the audience and all of the citizens of Princeton for placing your trust in me. As someone new to politics, I am a little overwhelmed and incredibly grateful for all of your support.

I want to thank my colleagues and our campaign team and all of our supporters. I also want to thank those who ran in the primary, and also our Republican opponents in the general election, for your contributions to the debate this year and for your many other contributions to our community.

I would like to thank those who served on the former governing bodies for your efforts this past year especially, as well as the many volunteers serving on the Transition Task Force and its subcommittees, the Consolidation and Shared Services Study Commission, and Princeton's many boards, commissions, and committees, for getting us to this point. And I want to thank the administrators and the municipal staff, for carrying such a heavy load this past year, and for allowing us to lean on you as we go forward. Special thanks to the police, public works, PFARS, and others who served our community during hurricane Sandy as well, and thank you to Princeton University for the aid you provided our community during that crisis.

Finally, I want to thank my mom, Margaret Simon, for flying in from Detroit for this occasion, and for, well pretty much everything. And I want to thank my spouse Marc Weiner, who is my strength and my heart, for the sacrifices you have already made, and those you will make as I take on these responsibilities.

To the audience, I commit to serving to the best of my ability. Thank you, and Happy New Year.

Remarks – Bernie Miller

1 Jan 2013

I would like to begin on a very personal note. About 34 years ago, my friend and the former mayor of Princeton Township, the late Jay Bleiman, who was a member of the 1978 Consolidation Study Commission, called and asked if I would help out as a volunteer with some of the work that the commission was doing. Jay asked if I would analyze the fiscal impacts of consolidation. As the commission did not have the assistance of an independent consultant to help them understand how the two staffs might be merged, I made some broad assumptions and ran the numbers. The referendum for consolidation passed in the Township and was defeated by a few votes in the Borough. Jay was an advocate for consolidation, and through the work of that commission I also became an advocate. It's gratifying for me to be able to say that 59 years after consolidation was first put to a vote in 1953 that we are now legally one Princeton.

However, the fact that we are now legally one Princeton is only the beginning. Our staff, with the support of the Consolidation Commission, the Transition Task Force and the elected officials from the two municipalities has worked hard to merge two organizations into one functioning municipal staff. Having served on both the Consolidation Commission and the Transition Task Force, I know that there are promises, both explicit and implicit, that were made in the consolidation study. Explicit in terms of savings in municipal expenditures, implicit in terms of improved delivery of municipal services. I believe that it is our first job

as your elected representatives is to deliver what we promised to the residents of our community who affirmed the choice of consolidation in November 2011.

Our mayor and all of my colleagues on Council have experience in Princeton municipal government, or in planning for and implementing consolidation. I believe that we share a vision of a consolidated Princeton that brought us to this point. We all bring skills and experience that will help us set the policies and provide the guidance to our staff to implement them. Looking back there is much to be proud of that we have accomplished. Looking forward there is much to be done. I'm certain that by working together we can make our one Princeton greater than was the sum of its two individual parts.

In closing I would like to thank my wife, Ruth, who has been my counsel, sounding board and editor as I've lived my passion for public service. My kids, who I'm sure have watched with some wonderment as their father embarked on his third or fourth career. And my grandkids, who through what I have tried to do might get a better understanding of the fact that democracy is not a spectator sport.