



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046
SEPTEMBER 12, 2022
PUBLIC SESSION – BEGINS AT 7:30 PM**

1) CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT – Mayor

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting has been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 4, 2022 and posted in the municipal building.

2) ROLL CALL ATTENDANCE - Clerk

3) FLAG SALUTE – Mayor

4) EXECUTIVE SESSION

5) COMMUNITY ANNOUNCEMENTS

6) SPECIAL PRESENTATIONS

7) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

8) BOROUGH COUNCIL DISCUSSION ITEMS

9) PUBLIC COMMENT

Please state your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

10) ATTORNEY'S REPORT

11) MANAGER'S REPORT

12) RESOLUTIONS

13) ORDINANCES TO INTRODUCE

14) ORDINANCES TO ADOPT

- a. 5-22, Amending Chapter 173 of the Revised General Ordinances of the Borough of Mountain Lakes and Amending the Rules Governing Lakes, Parks, and Special Use Facilities

15) *CONSENT AGENDA ITEMS

Matters listed as Consent Agenda Items are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

***RESOLUTIONS**

- a. R147-22, Authorizing the Payment of Bills
- b. R149-22, Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A:4-87 for the Historic Preservation Grant in the Amount of \$24,000.00
- c. R150-22, Authorizing the Borough of Mountain Lakes to Enter into the New Jersey Cooperative Purchasing Alliance Cooperative Pricing Agreement

d. R151-22, Authorizing a Professional Services Agreement between the Borough of Mountain Lakes and Connolly & Hickey Historical Architects, LLC

***APPROVAL OF MINUTES**

8/22/22 (Regular)

8/29/22 (Special)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

16) DEPARTMENT REPORTS SUBMITTED FOR FILING

- ☐ Construction Department
- ☐ Department of Public Works
- ☐ Fire Department
- ☐ Health Department
- ☐ Police Department
- ☐ Recreation Department
- ☐ Code Enforcement/Property Maintenance

17) COUNCIL REPORTS

18) PUBLIC COMMENT

Please state your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

19) NEXT STEPS AND PRIORITIES

20) ADJOURNMENT



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext .2006
F -973-402-5595

TO: Honorable Mayor and Borough Council
SUBJ: Manager's Report for the Borough Council meeting of September 12, 2022
CC: Robert Oostdyk, Borough Attorney

Mayor and Council,

Mountain Lakes Train Station – Historic Preservation Plan Services – With the grant now in place, next steps are to approve the contract and the transfer of grant funds into the operating budget. The corresponding resolutions are on the agenda for the September 12th Borough Council meeting.

New Jersey Cooperative Purchasing Alliance – Also on the Sept. 12th Borough Council meeting agenda, you will find an agreement and corresponding resolution authorizing the Borough to join this cooperative. There is no cost to join. Benefits include an expanded list of vehicles / equipment, supplies and services that can be purchased more efficiently.

Morris County Parks / Wilcox Park – Please review the attached letter from Morris County Parks Commission. My recommendation is for Borough Council to review the letter and have our Woodlands Committee and a representative of the Parks Commission attend an upcoming Borough Council meeting to discuss this.

Police Chief Request To Fill Lieutenant Position – Chief Bennett, via memo to me (copy attached), has let me know that he would like to begin the promotion process. The Personnel Subcommittee has discussed the request and the Chief's memo has addressed their concerns. The promotion does not change the number of officers in the police department.

Respectfully,

Mitchell



NEW JERSEY COOPERATIVE PURCHASING ALLIANCE

ABOUT US: The New Jersey Cooperative Purchasing Alliance is open to municipalities, boards of education, public universities or colleges, and other public purchasing entities to join. We currently have over 300 members from more than 15 counties. We aim to minimize the total cost of purchasing operations for all members.

COMMODITIES/SERVICES OFFERED: Commodities currently offered through the Cooperative Purchasing/Pricing System are listed on the New Jersey Cooperative Purchasing Alliance's website, www.bergenbids.com along with the bid number and current contract expiration date. To view a commodity/service, click on it, and you will be linked to a pdf file with vendor contact information and pricing for that commodity. It is the member's responsibility to contact the vendor and establish a separate contract for the commodity/service; The New Jersey Cooperative Purchasing Alliance is only providing the cooperative pricing.

COST: There is no cost for municipalities, boards of education, public universities or colleges and other public purchasing entities to join The New Jersey Cooperative Purchasing Alliance.

HOW TO JOIN: Questions, or requests to join the New Jersey Cooperative Purchasing Alliance can be directed to 201-336-7100 (phone) 201-336-7105 (fax) or by e-mailing BCPurchasing@co.bergen.nj.us

COOPERATIVE PRICING SYSTEM AGREEMENT

New Jersey Cooperative Purchasing Alliance # CK04

AGREEMENT FOR A COOPERATIVE PRICING SYSTEM

This Agreement made and entered into this ____ day of _____, 20____, by and between the, **COUNTY OF BERGEN** and (LIST FULL NAME OF PARTICIPANTS), who desire to participate in the # CK04, NJ Cooperative Purchasing Alliance.

WITNESSETH

WHEREAS, *N.J.S.A. 40A:11-11(5)*, specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the County of Bergen is conducting a voluntary Cooperative Pricing System known as the New Jersey Cooperative Purchasing Alliance with other contracting units; and

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The goods or services to be priced cooperatively may include all goods and services which may be bid under the laws and stipulations of the State of New Jersey and such other items as two or more participating contracting units in the system agree can be purchased on a cooperative basis.
2. The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
3. The Lead Agency, on behalf of all participating contracting units, shall upon approval of the registration of the System and annually thereafter ON THE ANNIVERSARY OF THE REGISTRATION OF THE SYSTEM publish a legal ad in such format as required by *N.J.A.C. 5:34-7.9(a)* in its official newspaper normally used for such purposes by it to include such information as:
 - (A) The name of Lead Agency soliciting competitive bids or informal quotations.
 - (B) The address and telephone number of Lead Agency.
 - (C) The names of the participating contracting units.

(D) The State Identification Code assigned to the Cooperative Pricing System.

(E) The expiration date of the Cooperative Pricing System.

4. Each of the participating contracting units shall designate, in writing, to the Lead Agency, the items to be purchased and indicate therein the approximate quantities desired [IF NOT AN OPEN ENDED CONTRACT], the location for delivery and other requirements, to permit the preparation of specifications as provided by law.
5. The specifications shall be prepared and approved by the Lead Agency and no changes shall be made thereafter except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
6. A single advertisement for bids or the solicitation of informal quotations for the goods or services to be purchased shall be prepared by the Lead Agency on behalf of all of the participating contracting units desiring to purchase any item.
7. The Lead Agency when advertising for bids or soliciting informal quotations shall receive bids or quotations on behalf of all participating contracting units. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item. This award shall result in the Lead Agency entering into a Master Contract with the successful bidder(s) providing for two categories of purchases:
 - (A) The quantities ordered for the Lead Agency's own needs, and
 - (B) The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's Master Contract.
8. The Lead Agency shall enter into a formal written contract(s) directly with the successful bidder(s) only after it has certified the funds available for its own needs.
9. Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the successful bidder(s); issue purchase orders in its own name directly to successful vendor(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the successful vendor(s); make payment directly to the successful vendor(s) and be responsible for any tax liability.
10. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
11. The provisions of Paragraphs 7, 8, 9, and 10 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.

12. No participating contracting unit in the Cooperative Pricing System shall issue a purchase order or contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids or quotations which it has itself received.
13. The Lead Agency reserves the right to exclude from consideration any good or service if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
14. The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
15. This Agreement shall become effective on the date adopted on the resolution subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for a period not to exceed five (5) years from said date unless any party to this Agreement shall give written notice of its intention to terminate its participation.
16. The County of Bergen shall on behalf of all local units participating in the cooperative pricing system renew the system every 5 years in perpetuity; unless all parties give written notice that there is no longer a desire or a need for participation in the system.
17. All records and documents maintained or utilized pursuant to terms of this Agreement shall be identified by the System Identifier assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.
18. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above written.

FOR THE LEAD AGENCY

BY: _____

(NAME AND TITLE))

FOR THE PARTICIPATING UNIT

BY: _____

(NAME AND TITLE)

**RESOLUTION FOR MEMBER PARTICIPATION
IN A COOPERATIVE PRICING SYSTEM**

A RESOLUTION AUTHORIZING THE (CONTRACTING UNIT)
TO ENTER INTO the New Jersey Cooperative Purchasing Alliance
COOPERATIVE PRICING AGREEMENT

RESOLUTION NUMBER _____

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the County of Bergen, hereinafter referred to as the "Lead Agency " has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance # CK04- a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on (DATE OF ACTION) the governing body of the (CONTRACTING UNIT), County of (COUNTY OF LOCATION), State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the (CONTRACTING UNIT)

AUTHORITY

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the (CHIEF EXECUTIVE or CONTRACTING OFFICER) is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

CERTIFICATION

BY:

(NAME AND TITLE)

ATTEST BY:

(NAME AND TITLE)



300 Mendham Road | P.O. Box 1295 | Morristown, New Jersey 07962-1295
Telephone: 973.326.7600 | Fax: 973.644.2726 | TTY Relay: 7-1-1
www.morrisparks.net

August 2, 2022

Mitchell Stern, Manager
400 Boulevard
Mountain Lakes, NJ 07046

Dear Mr. Stern:

On May 25, 2022, myself and Amy Lutsko, Assistant Superintendent of Trails, had the pleasure of meeting with Steve Hercek and Kirk Swenson of the Mountain Lakes Woodlands Advisory Committee to review ways in which the Park Commission might work with the Borough to improve the shared trail system between Tourne County Park and Richard M. Wilcox Park. Towards this goal, we would like to recommend that the Borough consider revising its ordinance, Chapter 173 Parks and Recreation, Item-N, that currently prohibits the use of bicycles in Richard Wilcox and conduct a review of the Park's Trail System to formally allow for their use on trails that can support them.

A revision to this ordinance would facilitate the planning and implementation of changes to the shared trail system and allow for a much more coherent user experience. Observations of current use patterns indicate that bicycles are already utilizing the trails through Richard Wilcox. Revising the above referenced ordinance would allow for the Park Commission to work with the Borough on the design of reroutes and mitigation measures for those trails that connect with the Tourne that would benefit all users. Currently four major trails at Tourne traverse Richard Wilcox: White, Purple, Red and Blue. As the Park Commission does allow for the use of bicycles on all of these trails, it is challenging to design future improvements when the use designation for each Trail changes at the property boundary. This distinction also presents challenges for public messaging regarding permitted trail uses.

Over the last two years, the Park Commission has been working on numerous improvements to the trails at Tourne. The Park's trail system was not designed to accommodate the level of use it is receiving and a number of the trails have become overly widened and eroded. Amy has been fostering a relationship with members of the Jersey Off Road Bicycling Association (JORBA) to implement these improvements. JORBA has successfully recruited volunteers for over 20 workdays and constructed 1 1/2 miles of new trail in the northern half of Tourne. These new trails have received much positive feedback from both the bicycling and hiking communities. We plan to continue this successful partnership with the goal of rerouting and fixing more of the Park's degraded trails in the coming years. A revision of the no-bicycling ordinance would allow for JORBA to expand its efforts onto the Borough-owned sections of trail and serve as a work force that can help implement these changes for both Parks.

Thank you for your consideration of this request. We would be happy to schedule a meeting to discuss this concept further at a mutually convenient time.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kelli K.', with a long horizontal flourish extending to the right.

Kelli Kovacevic
Director of Park Maintenance and Natural Resources

Cc: Amy Lutsko, Assistant Superintendent of Trails, MCPC
Steve Hercek, Mountain Lakes Woodlands Advisory Committee
Kirk Swenson, Mountain Lakes Woodlands Advisory Committee



Shawn M. Bennett
CHIEF OF POLICE

Police Department

Borough of Mountain Lakes

400 Boulevard
Mountain Lakes, NJ 07046
(973) 334-1413 • Fax (973) 334-4123



To: Manager Stern

Fr: Chief Shawn Bennett

Date: 8/12/22

Re: Lieutenant Position

Manager Stern,

Please allow this memo to serve as my request to promote one of the five Mountain Lakes Police Sergeants to the rank of Lieutenant.

Problem Statement

The Mountain Lakes Police Department has a vacant Lieutenant position. This results in having no Executive Officer (2nd in command), no administrative officer, lack of succession planning, lack of appropriate supervision, and reduction in morale. The Mountain Lakes Police Department is the only police department in Morris County that does not have at least one layer of supervision between the Chief and the Sergeants. Most have either multiple Lieutenants or a combination of Lieutenants, Captains, and Deputy Chiefs between the Chief and the Sergeants.

Background

Our Table of Organization in ordinance reflects a police agency with one Lieutenant. This position has been left vacant since 2009. The difference in annual salary from Sergeant to Lieutenant is \$4,666.00 per year.

Proposal

To initiate a testing process and subsequently fill the rank of Lieutenant in 2022.

Benefits to having a Lieutenant

Police Departments need layers of supervision to work effectively. Beginning in 2021, the already onerous amount of oversight needed to maintain compliance with various laws, rules, guidelines, and regulations was exponentially increased by the Attorney General's Office directives and the passing of various legislation. Currently we are staffed with five Sergeants and no Lieutenant. This means that all five Sergeants are equal and all five report directly to me, with no buffer in between. This flat staffing often leads to situations in which the Chief has to make any and all administrative decisions regardless of how minor. Consequently, in my absence there is no one officer in charge. Not only is this ineffective, but also creates scenarios in which I am called to make basic decisions when I am not at work.

Just a few examples of new rules that we must adhere to:

- The new Body Worn Camera Program, including the time-consuming redaction of video recordings as needed.
- Internal Affairs increased processing and reporting requirements.
- Policies, procedures, guidelines, and directives that are changing regularly.
- A Department Website that must contain continually updated and very specific information
- Training requirements that have increased exponentially
- Recording and reporting of gender, race, ethnicity etc. of not only the citizens we interact with, but those within our own agency. This includes reporting these identifiers of every single person that applies for a position in the Police Department, as well as every person that applies for a promotion.
- Reporting the manner and method of how we hire. This includes not only having a continually updated and approved recruitment plan, but also requires that we document that we are following said plan. We must gather and report data pertaining to dates, times, locations, and methods by which we advertise and recruit potential employees etc.
- Mandatory "two levels of meaningful review" for any incidents of uses of force, pursuits etc. that can only be accomplished with the addition of another rank.
- Monitoring daily activity for the potential need for early intervention of employees, and reporting accordingly.

The above does not reflect all the changes, nor does it reflect the administrative tasks we have always had to process.

In addition to the recent changes that require the need for an Executive Officer, filling the vacant Lieutenant position:

- Allows for succession planning for the agency.
- Fills the needed administrative officer position which in turn allows the Sergeants to supervise their subordinates rather than spending significant amounts of time on their shift focused on administrative work.
- Allows for an Accreditation Officer.
- Improves morale due to the possibility of promotion.

- The possibility of promotion mitigates risk by having better trained officers who keep up to date because there is always competition for promotion.
- The Lieutenant will be able to cover shortages in the schedule that occur during their shift, thereby offsetting potential overtime costs.

Many assume that a small police department means less work. The truth is that it is quite the opposite, especially administratively. The Mountain Lakes Police Department has the same number of responsibilities, duties, rules, regulations, reporting requirements, etc. of any department in NJ. The difference is that we have fewer people to take on all of these responsibilities. These assignments are in addition to the regular duties of a Sergeant or Patrol Officer.

Many Agencies are changing their tables of organization to increase executive staffing considering recent changes within the State. I am only asking that we fill a position that has been left vacant.

The promotion of a Lieutenant is not anticipated to increase costs other than the difference in salary between a Sergeant and Lieutenant. Additionally, promoting a Lieutenant is expected to increase department morale, efficiency, and accountability, which we expect will increase service quality to the community.

Once approval is granted to begin the promotion process, the timetable would be as follows:

- 12 weeks exam prep
- NJSACOP Written Exam
- NJSACOP Panel Interview
- Up to 3 weeks to conduct Interviews with Manager, and review of personnel files.

Total process should take approximately 4 months.

A handwritten signature in black ink, appearing to be 'SL' followed by a stylized, cursive flourish.

RESOLUTION AND ORDINANCE REVIEW FOR THE SEPTEMBER 12, 2022 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R149-22, REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A:4-87 FOR THE HISTORIC PRESERVATION GRANT IN THE AMOUNT OF \$24,000.00

– Passage of this resolution will enable the Borough to accept and utilize a grant in the amount of \$24,000.00 for the Mountain Lakes Train Station Preservation Plan.

R150-22, AUTHORIZING THE BOROUGH OF MOUNTAIN LAKES TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE COOPERATIVE PRICING AGREEMENT – this resolution authorizes the Borough to enter into a Cooperative Pricing Agreement with NJ Cooperative Purchasing Alliance. Participation in this cooperative affords the Borough the opportunity to obtain favorably negotiated pricing for contracts that are offered under the cooperative. There is no cost to join the cooperative.

R151-22, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC - this resolution authorizes the Borough to enter into an agreement with Connolly and Hickey Historical Architects LLC for architectural services for the Mountain Lakes Train Station preservation project.

ORDINANCES TO INTRODUCE

None.

ORDINANCES TO ADOPT

5-22, ORDINANCE AMENDING CHAPTER 173 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES AND AMENDING THE RULES GOVERNING LAKES, PARKS, AND SPECIAL USE FACILITIES ORDINANCE AMENDING CHAPTER 173 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES AND AMENDING THE RULES GOVERNING LAKES, PARKS, AND SPECIAL USE FACILITIES – this ordinance amends Chapter 173 to allow police enforcement of the existing posted rules at Borough recreation and beach facilities as requested by the Chief of Police, in concurrence with the Borough Manager.

If there are any questions prior to the meeting, please feel free to contact me.

ORDINANCE 5-22

[illegible]

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 147-22

“RESOLUTION AUTHORIZING THE PAYMENT OF BILLS”

WHEREAS, the Borough Manager has reviewed and approved purchase orders requested by the Department Heads; and

WHEREAS, the Finance Office has certified that funds are available in the proper account; and

WHEREAS, the Borough Treasurer has approved payment, upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the current bills, dated **September 12, 2022** and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.

Mitchell Stern, Acting Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Barnett						
Happer						
Korman						
Lane						
Richter						
Sheikh						
Menard						

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

Check#	Vendor	Description	Payment	Check Total
20876	2921 - A.C. SCHULTES, INC.	PO 25774 WATER DEPARTMENT - WELL 5 CHECK VALVE	840.00	840.00
20877	124 - AC DAUGHTRY, INC.	PO 25370 DPW - CENTRAL STATION MONITORING - QTR 3	64.95	
		PO 25370 DPW - CENTRAL STATION MONITORING - QTR 3	183.63	248.58
20878	4335 - AC OCEAN WALK, LLC	PO 25471 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE	312.00	312.00
20879	219 - ACCESS	PO 25084 2022 ARCHIVE SERVICES - CUST# 156NFI0479	66.76	66.76
20880	4219 - AFP 104 CORP	PO 25642 NJ MUNICIPAL MGMT FALL CONFERENCE 2022	394.31	394.31
20881	2426 - AGL WELDING SUPPLY CO.	PO 25394 DPW - EQUIPMENT & TOOLS - BLANKET	89.09	89.09
20882	3852 - ALEXANDER LAURENZI	PO 25730 REC: 2022 SUMMER JAZZ CONCERTS	1,200.00	1,200.00
20883	196 - ALLIED OIL	PO 25598 DPW - UNLEADED FUEL - BLANKET	4,569.22	4,569.22
20884	189 - ANCHOR ACE HARDWARE	PO 24932 RECREATION DEPARTMENT SUPPLIES - BLANKET	22.77	
		PO 25412 BH: RENOVATIONS S - SUPPLIES BLANKET	8.96	
		PO 25568 WATER DEPARTMENT - REPAIRS & MAINTENANCE	64.87	96.60
20885	102 - ANDERSON & DENZLER ASSOC., INC	PO 25742 JULY 2022 PROFESSIONAL SERVICES	173.20	
		PO 25742 JULY 2022 PROFESSIONAL SERVICES	433.00	
		PO 25742 JULY 2022 PROFESSIONAL SERVICES	1,392.20	
		PO 25742 JULY 2022 PROFESSIONAL SERVICES	952.60	2,951.00
20886	3973 - ARCARI & IOVINO ARCHITECTS, PC	PO 23185 BORO HALL: CONSTRUCTION ADMINISTRATION P	1,839.00	1,839.00
20887	3957 - ATLANTIC COAST FIBERS, LLC	PO 25723 RECYCLING COSTS - JULY 2022	936.35	936.35
20888	4323 - BUTLER SIGN COMPANY	PO 25312 BH: RENOVATIONS - EMC & SIGN HEADER	22,972.00	22,972.00
20889	2742 - CAESARS' ATLANTIC CITY	PO 25464 FINANCE: 2022 League of Municipalities	477.00	
		PO 25705 2022 LEAGUE OF MUNICIPALITIES - STEVE GL	318.00	795.00
20890	3650 - CARA FOX	PO 25716 CELL PHONE REIMBURSEMENT JANUARY - AUGUS	320.00	320.00
20891	4090 - CLEAN MAT SERVICES, LLC	PO 25493 FLOOR MATS / DPW - JULY - DEC 2022 BLANK	93.17	93.17
20892	2396 - COUNTY WELDING SUPPLY CO.	PO 25360 DPW - DEPARTMENT SUPPLIES - BLANKET	34.00	34.00
20893	3382 - CUSTOM BANDAG	PO 25580 DPW - VEHICLE REPAIRS - BLANKET	648.50	648.50
20894	506 - DAN COMO & SONS, INC	PO 25684 DPW - POCKET PARKS MAINTENANCE - BLANKET	80.00	
		PO 25685 DPW - LEAF/BRUSH REMOVAL - BLANKET	3,920.00	4,000.00
20895	639 - DIXON BROTHERS, INC	PO 25271 DPW - DIESEL FUEL - BLANKET	237.74	
		PO 25778 DPW - DIESEL FUEL	691.43	929.17
20896	3276 - EDWARD J. ALBERT & SON, INC.	PO 25686 WATER DEPARTMENT - TREATMENT OF WELLS	1,260.50	1,260.50
20897	4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY CO.,	PO 25608 BH: RENOVATIONS - ELECTRICAL SUPPLIES BL	1,125.31	1,125.31
20898	4262 - FELDMAN LUMBER - US LEM, LLC	PO 25621 BH: RENOVATIONS - LUMBER SUPPLIES BLANKE	484.00	484.00
20899	1170 - FERGUSON ENTERPRISES #501	PO 25671 BH: RENOVATION	7,275.00	7,275.00
20900	3641 - FERGUSON ENTERPRISES, INC # 417592	PO 25687 WATER DEPARTMENT- EQUIPMENT & TOOLS - BL	103.81	103.81
20901	2517 - FFI FIREFIGHTER ONE, LLC	PO 25729 FIRE DEPT: VEHICLE MAINTENANCE	343.49	343.49
20902	769 - FOREST LUMBER	PO 25531 STREETS & ROADS - CURB REPAIRS - BLANKET	55.93	55.93
20903	653 - GANNET NEW JERSEY NEWSPAPERS	PO 25159 CLERK - 2022 ADVERTISING - BLANKET	73.22	
		PO 25324 PLANNING/ZONING - 2022 ADVERTISING - BLA	46.80	120.02
20904	814 - GARDEN STATE HIGHWAY PRODUCTS	PO 25648 DPW - SIGNS	267.57	267.57
20905	876 - GARDEN STATE LABORATORIES, INC	PO 25112 WATER DEPARTMENT - WATER TESTING - BLANK	432.00	432.00
20906	2356 - GEAR WASH	PO 25766 FIRE DEPT: GEAR CLEANING/REPAIRS	1,057.75	1,057.75
20907	3991 - GRM INFORMATION MANAGEMENT SERVICES	PO 25188 2022 ARCHIVE STORAGE - BLANKET- 2-4 QTR	85.00	85.00
20908	3992 - HARD ROCK HOTEL & CASINO	PO 25417 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE	480.00	
		PO 25524 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE	480.00	
		PO 25612 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE	324.00	1,284.00
20909	4188 - HERC RENTALS, INC.	PO 25758 BH: RENOVATIONS- RENTAL	172.00	172.00
20910	911 - HOME DEPOT CREDIT SERVICES	PO 24246 BH RENO: SUPPLIES - BLANKET	53.78	
		PO 25754 BH: RENOVATIONS - MISC	511.23	565.01
20911	3817 - IL TORRENTE PIZZA	PO 24601 DPW - MEALS BLANKET	43.83	43.83
20912	4234 - JAG CAR WASH HOLDINGS, LLC	PO 25785 POLICE: 2022 CAR WASHES - BLANKET	255.00	255.00
20913	859 - JCP&L	PO 25735 M/A #200 000 054 011/ BILL DATE: AUG 8,	1,240.55	
		PO 25736 MAST ACCT# 200 000 021 275 / BILL DATE:	4,753.93	
		PO 25737 ACCT#100 141 241 693 BILL PRD: 7/27 - 8/	54.88	
		PO 25738 ACCT#100 145 670 533 / BILL PRD: Jun 23	763.04	6,812.40
20914	859 - JCP&L	PO 25741 ACCT#100 075 505 725 - BILL PRD: 7/26 -	4.09	
		PO 25780 ACCT#100 050 702 156 - BILL PRD: 7/29 -	5.21	
		PO 25781 MASTER ACCT# 200 000 569 000 - AUG 25, 2	3,840.07	
		PO 25782 MAST ACCT#200 000 054 011/ BILL DATE: AU	6.03	3,855.40
20915	1074 - JW PIERSON CO.	PO 25755 DPW - DIESEL FUEL - BLANKET	2,240.70	2,240.70
20916	1090 - KENVIL POWER MOWER	PO 25072 DPW - EQUIPMENT REPAIR - BLANKET	134.08	134.08
20917	4252 - LINDE GAS & EQUIPMENT, INC	PO 25762 BH: RENOVATIONS - GAS	316.83	316.83
20918	4179 - LUBENET, LLC	PO 25673 DPW - VEHICLE OIL - MCCPC	1,618.94	1,618.94
20919	1363 - M.J. CORIGLIANO	PO 25734 POLICE: TOWING SERVICES	150.00	150.00
20920	2790 - MC PUBLIC SAFETY TRAINING ACADEMY	PO 25706 POLICE: RANGE USE	270.00	270.00
20921	1338 - MGL PRINTING SOLUTIONS, LLC	PO 25555 WATER/SEWER DEPARTMENT - SUPPLIES/ WATER	496.00	
		PO 25555 WATER/SEWER DEPARTMENT - SUPPLIES/ WATER	496.00	
		PO 25582 ADMIN: WINDOW ENVELOPES	241.00	1,233.00
20922	3886 - MISSION COMMUNICATIONS, LLC	PO 25153 WATER DEPARTMENT - EQUIPMENT REPAIRS	150.00	150.00
20923	1371 - MTN. LAKES BOARD OF EDUCATION	PO 25783 SEPT 2022 MTN LAKES SCHOOL DISTRICT GENE	1,855,504.00	1,855,504.00

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

Check#	Vendor	Description	Payment	Check Total
20924	2397 - NAPA AUTO PARTS	PO 25670 POLICE: VEHICLE REPAIR 25-01	204.17	
		PO 25674 POLICE: VEHICLE REPAIR	285.95	490.12
20925	881 - NCX	PO 24638 ADMIN: 2022 DNS HOSTING / ACCT# GTI - BL	21.95	21.95
20926	1562 - NJLM	PO 25696 2022 LEAGUE OF MUNICIPALITIES CONFERENCE	420.00	
		PO 25725 NJ League Conference Registration 2022	60.00	480.00
20927	2500 - NORTON SEWER AND DRAIN	PO 24783 SEWER DEPARTMENT - SEWER LINE SERVICE -	300.00	300.00
20928	4194 - OLDE TOWNE DELI	PO 25739 WATER DEPARTMENT - MEALS - BLANKET	92.60	92.60
20929	2727 - ONE CALL CONCEPTS, INC.	PO 24705 ACCT# 12-BML / 2022 JAN - DEC BLANKET	79.72	79.72
20930	2968 - OPTIMUM	PO 24602 DPW: 2022 INTERNET SERVICES ACCT# 07876-	161.73	161.73
20931	2968 - OPTIMUM	PO 24603 DPW: 2022 CABLE BOXES ACCT# 07876-414565	11.75	11.75
20932	3659 - OPTIMUM	PO 25158 2022 BORO TRAILER INTERNET SERVICES ACCT	161.48	161.48
20933	1734 - READYREFRESH BY NESTLE	PO 25558 ACCT# 0016496903 - 2022 BLANKET-2 (6 MO	306.95	306.95
20934	3990 - RICH TREE SERVICE, INC.	PO 25554 TREE REMOVAL - 107 BOULEVARD	3,950.00	
		PO 25566 DPW - TREE REMOVAL - ISLAND BEACH	2,100.00	
		PO 25570 DPW - TREE REMOVAL - BIRD SANCTUARY	2,400.00	
		PO 25617 SHADE TREE - TREE MAINTENANCE	275.00	
		PO 25713 SHADE TREE - EMERGENCY TREE REMOVAL - ME	1,875.00	
		PO 25720 SHADE TREE - EMERGENCY TREE REMOVAL - 36	1,312.50	11,912.50
20935	4347 - SABRINA R GIORDANO	PO 25699 REFUND SUCCESSFUL 2021 STATE APPEAL GIOR	1,248.67	1,248.67
20936	285 - SHAWN BENNETT	PO 25748 POLICE: REIMBURSEMENT	50.00	
		PO 25751 POLICE: REIMBURSEMENT	23.51	73.51
20937	1948 - SHEAFFER SUPPLY, INC.	PO 25410 BH: RENOVATIONS - SUPPLIES - BLANKET	204.91	204.91
20938	1837 - SHERATON ATLANTIC CITY	PO 25416 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE	429.00	429.00
20939	1994 - SHERWIN-WILLIAMS COMPANY	PO 25444 BH RENO: SUPPLIES - BLANKET	35.53	
		PO 25756 BH: RENOVATIONS - MISC. SUPPLIES	26.65	62.18
20940	2470 - SKYLANDS AREA FIRE EQUIP & TRAINING	PO 25483 FIRE DEPTS: HELMETS	832.00	
		PO 25728 FIRE DEPT: GLOVES	86.95	918.95
20941	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 25502 MULI DEPT ORDER# 7360647578	295.97	
		PO 25647 POLICE: ORDER# 7362781942-000-001	209.00	504.97
20942	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 25653 POLICE: ORDER# 7362955673-000-001	50.24	
		PO 25698 MULTI DEPT: ORDER# 7363504835	59.38	
		PO 25698 MULTI DEPT: ORDER# 7363504835	97.09	206.71
20943	4108 - STO OF NJ, INC	PO 25446 BH RENO: BLANKET	1,815.12	1,815.12
20944	1343 - TILCON NY, INC	PO 24668 DPW - DRAINS, PIPES & CATCHBASINS - BLAN	1,009.73	1,009.73
20945	2037 - TJ'S SPORTWIDE TROPHY & AWARDS, INC	PO 25366 POLICE: PLAQUE	59.75	59.75
20946	4308 - TRANE U.S., INC	PO 25087 BH: RENOVATION	3,120.54	3,120.54
20947	4191 - TRANSUNION RISK & ALTERNATIVE	PO 24621 POLICE: 2022 SUBSCRIPTION ACCT. ID: 3645	75.00	75.00
20948	1536 - TREAS, STATE OF NJ - D.O.H.	PO 25749 APRIL - AUGUST 2022 DOG LICENSE FEES	94.80	94.80
20949	3292 - TREASURER - STATE OF NJ	PO 25712 NJDEP SEWAGE AND WATER LICENSE - DOUG ED	200.00	200.00
20950	2074 - TROPICANA CASINO & HOTEL	PO 25418 2022 LEAGUE OF MUNICIPALITIES HOTEL RESE	378.00	378.00
20951	4088 - TURN OUT UNIFORMS, INC	PO 25707 POLICE: UNIFORM	76.99	76.99
20952	2684 - UNITED VOLLEYBALL SUPPLY, LLC	PO 25514 RECREATION: NETS	294.22	294.22
20953	832 - W.W. GRAINGER, INC	PO 24722 WATER DEPT - LINE, PUMP, MOTOR REPAIRS -	170.95	170.95
20954	4003 - WARSHAUER ELECTRIC SUPPLY CO.	PO 25770 BH :RENOVATION	412.65	412.65
20955	4031 - WAYNE ELECTRICAL SUPPLY CO.	PO 25743 BH: RENOVATIONS - ELECTRICAL SUPPLIES -	2,503.66	2,503.66
20956	4225 - WILLIAMS SCOTSMAN, INC	PO 24661 BH: RENOVATIONS - 2022 TRAILER RENTAL -	224.00	224.00
TOTAL				1,958,653.43

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	1,383.09			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	384.00			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	515.35			
01-201-20-130-020	FINANCE - OTHER EXPENSES	556.23			
01-201-20-140-020	COMPUTER SERVICES	195.18			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	34.11			
01-201-20-165-020	ENGINEERING SERVICES	952.60			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	46.80			
01-201-22-195-020	UNIFORM CONST - OTHER EXPENSES	403.57			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	1,609.49			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	1,976.70			
01-201-25-266-020	FIRE DEPT - SAFETY - OTHER EXP	41.88			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	11,502.71			
01-201-26-300-020	SHADE TREE COMMISSION - O/E	3,187.50			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	4,856.35			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	480.12			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	3,251.05			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	1,494.22			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	22.77			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	2,073.80			
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	3,840.07			
01-201-31-440-020	TELECOMMUNICATIONS	320.00			
01-201-31-447-020	PETROLEUM PRODUCTS	7,739.09			
01-203-26-300-020	(2021) SHADE TREE COMMISSION - O/E		275.00		
01-207-55-000-000	LOCAL SCHOOL TAXES PAYABLE			1,855,504.00	
01-260-05-100	DUE TO CLEARING			0.00	1,903,894.35
01-275-55-000-000	RESERVE FOR TAX APPEALS			1,248.67	
TOTALS FOR	Current Fund	46,866.68	275.00	1,856,752.67	1,903,894.35
02-200-40-700-490	AMERICAN RESCUE PLAN			59.38	
02-260-05-100	DUE TO CLEARING			0.00	59.38
TOTALS FOR	FEDERAL AND STATE GRANTS	0.00	0.00	59.38	59.38
04-215-55-976-000	2012 Bond Ordinance 17-12			70.00	
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16			2,902.00	
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			20,129.17	
04-215-55-991-000	2021 CAPITAL ORDINANCE 10-21			15,000.00	
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			5,433.00	
04-260-05-100	DUE TO CLEARING			0.00	43,534.17
TOTALS FOR	General Capital	0.00	0.00	43,534.17	43,534.17
05-201-55-520-520	Water Operating - Other Expenses	8,748.43			
05-203-55-520-520	(2021) Water Operating - Other Expenses		1,353.10		
05-260-05-100	DUE TO CLEARING			0.00	10,101.53
TOTALS FOR	Water Operating	8,748.43	1,353.10	0.00	10,101.53
07-201-55-520-520	Sewer Operating - Other Expenses	969.20			
07-260-05-100	DUE TO CLEARING			0.00	969.20
TOTALS FOR	Sewer Operating	969.20	0.00	0.00	969.20
13-260-05-100	DUE TO CLEARING			0.00	94.80
13-295-56-000-000	DOG LICENSE FEES-DUE STATE NJ			94.80	
TOTALS FOR	Animal Trust	0.00	0.00	94.80	94.80

Total to be paid from Fund 01 Current Fund 1,903,894.35
 Total to be paid from Fund 02 FEDERAL AND STATE GRANTS 59.38
 Total to be paid from Fund 04 General Capital 43,534.17
 Total to be paid from Fund 05 Water Operating 10,101.53
 Total to be paid from Fund 07 Sewer Operating 969.20
 Total to be paid from Fund 13 Animal Trust 94.80

1,958,653.43

BACK OUT
 \$2,000 - CK# 20533
 ADD 3120 - CK# 20874 / 20875
 = 1,902,014.35

* \$1,956,773.43 *

total transfer

Checks Previously Disbursed

20873	JPMONZO, MUNICIPAL CONSULTING LLC.	PO# 25043	FINANCE: WEBINAR	50.00	8/30/2022
20874	NJ MOTOR VEHICLE COMMISSION	PO# 25752	POLICE: VEHICLE REGISTRATION	60.00	9/07/2022
20875	NJ MOTOR VEHICLE COMMISSION	PO# 25753	POLICE: VEHICLE REGISTRATION	60.00	9/07/2022

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
					170.00
Totals by fund	Previous Checks/Voids	Current Payments	Total		
Fund 01 Current Fund	170.00	1,903,894.35	1,904,064.35		
Fund 02 FEDERAL AND STATE GRANTS		59.38	59.38		
Fund 04 General Capital		43,534.17	43,534.17		
Fund 05 Water Operating		10,101.53	10,101.53		
Fund 07 Sewer Operating		969.20	969.20		
Fund 13 Animal Trust		94.80	94.80		
BILLS LIST TOTALS	170.00	1,958,653.43	1,958,823.43		

List of Bills - (1710101001002) Escrow - Developers - Checking

Developer's Escrow

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

Check#	Vendor	Description	Payment	Check Total
5306	102 - ANDERSON & DENZLER ASSOC., INC	PO 25765 JULY 2022 PROFESSIONAL SERVICES - ESCROW	2,642.20	2,642.20
5307	4157 - BRIGHT VIEW ENGINEERING	PO 25757 JULY 2022 PROFESSIONAL SERVICES - ESCROW	522.50	522.50
5308	4170 - DEWBERRY ENGINEERS, INC	PO 25763 JULY 2022 PROFESSIONAL SERVICES - ESCRO	736.00	736.00
5309	3759 - PRINCETON HYDRO, LLC	PO 25761 MAY/JULY 2022 PROFESSIONAL SERVICES - ES	1,347.75	1,347.75
5310	1916 - STICKEL, KOENIG, SULLIVAN & DRILL,	PO 25764 AUGUST PROFESSIONAL SERVICES - ESCROW	350.00	350.00
5311	4177 - WEINER LAW GROUP, LLP	PO 25759 JULY 2022 PROFESSIONAL SERVICES - ESCROW	617.50	617.50
TOTAL				6,215.95

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking				
17-500-00-091-319	HIGHVIEW HOMES LLC			0.00	6,215.95
17-500-00-091-322	BLUE 701, LLC			2,395.60	
17-500-00-091-402	THE CRAIG SCHOOL			1,520.95	
17-500-00-091-404	HIGHVIEW HOMES LLC INSPECTION FEE ESCROW			523.20	
				1,776.20	
TOTALS FOR	Developer's Escrow	0.00	0.00	6,215.95	6,215.95

Total to be paid from Fund 17 Developer's Escrow

6,215.95
 =====
 6,215.95

List of Bills - (3310101001001) CASH - RECREATION Recreation Trust

Meeting Date: 09/12/2022 For bills from 08/23/2022 to 09/08/2022

Check#	Vendor	Description	Payment	Check Total
5498	3878 - PAUL ZIMMERMAN FOUNDRIES	PO 24887 HPC: HOUSE PLAQUE - BELL HALL 1924	252.00	
		PO 25255 HPC: HOUSE PLAQUES	720.50	
		PO 25733 HPC: HOUSE PLAQUE - BELL HALL 1928	209.50	1,182.00
TOTAL				1,182.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	1,182.00
33-600-00-090-000	Recreation Trust Reserves			1,182.00	
TOTALS FOR	Recreation Trust	0.00	0.00	1,182.00	1,182.00

Total to be paid from Fund 33 Recreation Trust

1,182.00

1,182.00

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 149-22

**“RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A.
40A: 4-87 FOR THE HISTORIC PRESERVATION GRANT IN THE AMOUNT OF \$24,000.00”**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Mountain Lakes hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2022 in the sum of \$24,000.00 which item is now available as a revenue from:

Miscellaneous Revenues

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services-Public and Private Revenues Off-set with Appropriations:

Historic Preservation Grant – Mountain Lakes Train Station – Preservation Plan

BE IT FURTHER RESOLVED, that the like sum of \$24,000.00 be and the same is hereby appropriated under the caption of:

(A) Operations – Excluded from “CAPS” Public and Private Programs Offset By
Revenues – Historic Preservation Grant – Mountain Lakes Train Station – Preservation Plan

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.

Mitchell Stern, Acting Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Barnett						
Happer						
Korman						
Lane						
Richter						
Sheikh						
Menard						

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 150-22

**“RESOLUTION AUTHORIZING THE BOROUGH OF MOUNTAIN LAKES
TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE
COOPERATIVE PRICING AGREEMENT”**

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the County of Bergen, hereinafter referred to as the "Lead Agency " has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance # CK04- a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on September 12, 2022 the governing body of the Borough of Mountain Lakes, County of Morris, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE, BE IT RESOLVED as follows:

TITLE

This resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Borough of Mountain Lakes.

AUTHORITY

Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Borough Manager is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.

Mitchell Stern, Acting Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Barnett						
Happer						
Korman						
Lane						
Richter						
Sheikh						
Menard						



NEW JERSEY COOPERATIVE PURCHASING ALLIANCE

ABOUT US: The New Jersey Cooperative Purchasing Alliance is open to municipalities, boards of education, public universities or colleges, and other public purchasing entities to join. We currently have over 300 members from more than 15 counties. We aim to minimize the total cost of purchasing operations for all members.

COMMODITIES/SERVICES OFFERED: Commodities currently offered through the Cooperative Purchasing/Pricing System are listed on the New Jersey Cooperative Purchasing Alliance's website, www.bergenbids.com along with the bid number and current contract expiration date. To view a commodity/service, click on it, and you will be linked to a pdf file with vendor contact information and pricing for that commodity. It is the member's responsibility to contact the vendor and establish a separate contract for the commodity/service; The New Jersey Cooperative Purchasing Alliance is only providing the cooperative pricing.

COST: There is no cost for municipalities, boards of education, public universities or colleges and other public purchasing entities to join The New Jersey Cooperative Purchasing Alliance.

HOW TO JOIN: Questions, or requests to join the New Jersey Cooperative Purchasing Alliance can be directed to 201-336-7100 (phone) 201-336-7105 (fax) or by e-mailing BCPurchasing@co.bergen.nj.us

COOPERATIVE PRICING SYSTEM AGREEMENT

New Jersey Cooperative Purchasing Alliance # CK04

AGREEMENT FOR A COOPERATIVE PRICING SYSTEM

This Agreement made and entered into this ____ day of _____, 20____, by and between the, **COUNTY OF BERGEN** and (LIST FULL NAME OF PARTICIPANTS), who desire to participate in the # CK04, NJ Cooperative Purchasing Alliance.

WITNESSETH

WHEREAS, *N.J.S.A. 40A:11-11(5)*, specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the County of Bergen is conducting a voluntary Cooperative Pricing System known as the New Jersey Cooperative Purchasing Alliance with other contracting units; and

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The goods or services to be priced cooperatively may include all goods and services which may be bid under the laws and stipulations of the State of New Jersey and such other items as two or more participating contracting units in the system agree can be purchased on a cooperative basis.
2. The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
3. The Lead Agency, on behalf of all participating contracting units, shall upon approval of the registration of the System and annually thereafter ON THE ANNIVERSARY OF THE REGISTRATION OF THE SYSTEM publish a legal ad in such format as required by *N.J.A.C. 5:34-7.9(a)* in its official newspaper normally used for such purposes by it to include such information as:
 - (A) The name of Lead Agency soliciting competitive bids or informal quotations.
 - (B) The address and telephone number of Lead Agency.
 - (C) The names of the participating contracting units.

(D) The State Identification Code assigned to the Cooperative Pricing System.

(E) The expiration date of the Cooperative Pricing System.

4. Each of the participating contracting units shall designate, in writing, to the Lead Agency, the items to be purchased and indicate therein the approximate quantities desired [IF NOT AN OPEN ENDED CONTRACT], the location for delivery and other requirements, to permit the preparation of specifications as provided by law.
5. The specifications shall be prepared and approved by the Lead Agency and no changes shall be made thereafter except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
6. A single advertisement for bids or the solicitation of informal quotations for the goods or services to be purchased shall be prepared by the Lead Agency on behalf of all of the participating contracting units desiring to purchase any item.
7. The Lead Agency when advertising for bids or soliciting informal quotations shall receive bids or quotations on behalf of all participating contracting units. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item. This award shall result in the Lead Agency entering into a Master Contract with the successful bidder(s) providing for two categories of purchases:

(A) The quantities ordered for the Lead Agency's own needs, and

(B) The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's Master Contract.

8. The Lead Agency shall enter into a formal written contract(s) directly with the successful bidder(s) only after it has certified the funds available for its own needs.
9. Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the successful bidder(s); issue purchase orders in its own name directly to successful vendor(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the successful vendor(s); make payment directly to the successful vendor(s) and be responsible for any tax liability.
10. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
11. The provisions of Paragraphs 7, 8, 9, and 10 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

RESOLUTION 151-22

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES
AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND
CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC”**

WHEREAS, there exists the need for professional historic architectural services in conjunction with the preparation of a Historic Preservation Plan for the Mountain Lakes Train Station; and

WHEREAS, Connolly & Hickey Historical Architects, LLC has submitted a proposal dated November 18, 2021 and revised March 8, 2022 to provide historic architectural services; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

Section 1. The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Connolly & Hickey Historical Architects, LLC for professional historic architectural services in conjunction with the preparation of a Historic Preservation Plan for the Mountain Lakes Train Station as forth in a proposal dated November 18, 2021 and revised March 8, 2022 attached hereto in an amount no to exceed \$30,000 .

Section 2. This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 3. A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on September 12, 2022.

Mitchell Stern, Acting Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Barnett						
Happer						
Korman						
Lane						
Richter						
Sheikh						
Menard						

Borough of Mountain Lakes
Contract Review Checklist

Vendor/Professional: Connolly & Hickey

Financial Impact:

Item	Applicability	Standard	Reviewer	Verified
Standard Agreement	All Contracts	Agreement provided.	CF	R
Affirmative Action (EEO) Form	Goods and Services; Professional Services	Employee information report provided	CF	R
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	CF	R
Business Entity / Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	CF	R
Political Contribution Disclosure	Professional Services	Disclosure language in contract; form completed	CF	R
Non-collusion	All Contracts	Non-collusion affidavit has been signed	CF	R
Debarment	Public Works	Vender not currently on the State debarment list	CF	R
Iran Investment Disclosure	All Contracts	Disclosure of investment activities in Iran.	CF	R
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	CF	R
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney	CF	R
Confidentiality	Goods and Services; Professional Services	Provisions when appropriate included in the contract	N/A	N/A
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	N/A	N/A
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures	CF	R
Payment Terms	All Contracts	Do standard payment terms apply? YES	CF	R
Qualifications	Professional Services	Proof of professional licenses/certifications	CF	R
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate	N/A	N/A
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	N/A	N/A
Termination	All Contracts	Right to terminate included when appropriate	CF	R
Financial	All contracts	Has the economic impact of the transaction been evaluated?	CF	R

Date: 9/7/22

**PROFESSIONAL SERVICES AGREEMENT
BOROUGH OF MOUNTAIN LAKES
MORRIS COUNTY, NEW JERSEY**

THIS AGREEMENT, made this ____ day of _____, 20____ by and between the Borough of Mountain Lakes, in the County of Morris, a Municipal Corporation of the State of New Jersey, having an office at 400 Boulevard, Mountain Lakes, New Jersey, hereinafter referred to as the "Municipality", and _____, Party of the Second Part, herein called the "Contractor".

WITNESSETH that the parties to these presents, each in consideration of the agreements on the part of the other, herein contained, do hereby agree as follows:

1. The Contractor will, at their expense, furnish all labor and professional services and complete the work proposed to be done for the Municipality, and will complete and finish the same to the satisfaction and approval of the Municipality, in the manner and within the time hereinafter limited, and in accordance with the Proposal dated _____ which is attached hereto fully incorporated and with the same effects as if the same had been set forth in the body of this agreement. The amount of the Agreement shall not exceed _____.
2. The Contractor agrees to make payments of all proper charges for labor and materials required in the aforementioned work, and to defend, indemnify, and save harmless the Municipality, its officers, employees, agents and servants, and each and every one of them, against and from all damages to which the said parties must be put, by reason of injury to the person or property of others resulting from performance of said work, or through the negligence of the Contractor, or through any improper or defective machinery, implements, or omission on the part of the Contractor, or his agent or agents, employees or servants.
3. It is also agreed and understood that the acceptance of the final payment of the Contract shall be considered as a release in full of all claims against the Municipality, or any of its officers, employees, agents and servants, arising out of or by reason of, the work done and materials furnished under this Contract.
4. In consideration of the premises, the Municipality hereby agrees to pay to the Contractor for the said work, when fully completed at the prices specified in the Contractor's Proposal. It is understood that the amount to be paid shall be the total based on the said prices contained in the said Proposal and made a part of this Contract, for the work actually done.
5. Political Contribution Disclosure. This contract has been awarded to Contractor based on the merits and abilities of Contractor to provide the goods or services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Contractor, its subsidiaries, assigns or principals controlling in excess of 10% of the

company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the Borough of Mountain Lakes if a member of that political party is serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded.

6. During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status so affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates or pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regarding to age, race, creed, color, national origin, ancestry, marital status or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to attempt in good faith to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

IN WITNESS WHEREOF, the Borough of Mountain Lakes has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, and Contractor has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, the day and year first above written.

WITNESS ATTEST:
BOROUGH OF MOUNTAIN LAKES

BOROUGH OF MOUNTAIN LAKES
IN THE COUNTY OF MORRIS

By: _____

By: _____

(SEAL)

Date

WITNESS ATTEST:
CONTRACTOR

CONTRACTOR

By: Thomas B. Connolly
Thomas B. Connolly / VP, Secretary

By: Margaret M. Hickey
Margaret M. Hickey (SEAL)
President

6 Sept 2022
Date

N.J.S.A. 10:5-31 and N.J.A.C. 17:27
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
Goods, Professional Services and General Service Contracts
(Mandatory Affirmative Action Language)

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting for the provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27

Margaret M. Hickey
Signature

6 Sept. 2022
Date

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC		
Address:	1 S. UNION AVE, PO Box 1726		
City:	CRANFORD	State:	NJ
		Zip:	07016

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

6 Sept. 2022
Signature

Margaret m Hickey
Printed Name

President
Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

[illegible]☐ Check here if the information is continued on subsequent page(s)

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:



I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR



I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:



Partnership



Corporation



Sole Proprietorship



Limited Partnership



Limited Liability Corporation



Limited Liability Partnership



Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: THOMAS B. CONNOLLY, AIA	Name: Margaret m. Hickey
Home Address: 16 CRANFORD AVE CRANFORD, NJ 07016	Home Address: 552 ELMWOOD TERR LINDEN NJ 07036
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this <u>6</u> day of <u>Sept</u> , 2022	<u>Margaret m. Hickey</u> (Affiant)
THOMAS B. CONNOLLY (Notary Public) NOTARY PUBLIC OF NEW JERSEY My Commission Expires Apr. 16, 2025	<u>Margaret m. Hickey, President</u> (Print name & title of affiant)
My Commission expires: <u>THOMAS B. CONNOLLY</u>	(Corporate Seal)

Borough of Mountain Lakes

CERTIFICATION OF NON-DEBARMENT FOR FEDERAL GOVERNMENT CONTRACTS

N.J.S.A. 52:32-44.1 (P.L. 2019, c.406)

This certification shall be completed, certified to, and submitted to the contracting unit prior to contract award, except for emergency contracts where submission is required prior to payment.

PART I: VENDOR INFORMATION	
Individual or Organization Name	CONNOLLY & HICKEY HISTORICAL ARCHITECTS
Address of Individual or Organization	1. South Union Ave, Cranford, NJ 07016
DUNS Code (if applicable)	006603928
CAGE Code (if applicable)	
Check the box that represents the type of business organization:	

- ☐ Sole Proprietorship (skip Parts III and IV) ☐ Non-Profit Corporation (skip Parts III and IV)
☐ For-Profit Corporation (any type) ☒ Limited Liability Company (LLC) ☐ Partnership
☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
☐ Other (be specific): _____

PART II – CERTIFICATION OF NON-DEBARMENT: Individual or Organization			
I hereby certify that the individual or organization listed above in Part I is not debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the <i>Borough of Mountain Lakes</i> is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the <i>Borough of Mountain Lakes</i> to notify the <i>them</i> in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough of Mountain Lakes, permitting them to declare any contract(s) resulting from this certification void and unenforceable.			
Full Name (Print):	Margaret M. Hickey	Title:	President
Signature:	Margaret M Hickey	Date:	6 Sept. 2022

PART III – CERTIFICATION OF NON-DEBARMENT: Individual or Entity Owning Greater than 50 Percent of Organization

Section A (Check the Box that applies)

<input checked="checked" type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of its voting stock, or of the partner in the partnership who owns more than 50 percent interest therein, or of the member of the limited liability company owning more than 50 percent interest therein, as the case may be.
Name of Individual or Organization	Margaret M. Hickey
Home Address (for Individual) or Business Address	552 ELMWOOD TERR. LINDEN NJ 07036
OR	
<input type="checkbox"/>	No one stockholder in the corporation owns more than 50 percent of its voting stock, or no partner in the partnership owns more than 50 percent interest therein, or no member in the limited liability company owns more than 50 percent interest therein, as the case may be.

Section B (Skip if no Business entity is listed in Section A above)

<input type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of the voting stock of the organization's parent entity, or of the partner in the partnership who owns more than 50 percent interest in the organization's parent entity, or of the member of the limited liability company owning more than 50 percent interest in organization's parent entity, as the case may be.
Stockholder/Partner/Member Owning Greater Than 50 Percent of Parent Entity	
Home Address (for Individual) or Business Address	
OR	
<input type="checkbox"/>	No one stockholder in the parent entity corporation owns more than 50 percent of its voting stock, no partner in the parent entity partnership owns more than 50 percent interest therein, or no member in the parent entity limited liability company owns more than 50 percent interest therein, as the case may be.

Section C – Part III Certification

I hereby certify that no individual or organization that is debarred by the federal government from contracting with a federal agency owns greater than 50 percent of the **Organization listed above in**

Part I or, if applicable, owns greater than 50 percent of a parent entity of _____.

I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the *Borough of Mountain Lakes* is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award to notify the Borough of Mountain Lakes in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough of Mountain Lakes, permitting them to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

Part IV – CERTIFICATION OF NON-DEBARMENT: Contractor – Controlled Entities	
Section A	
<input type="checkbox"/>	Below is the name and address of the corporation(s) in which the Organization listed in Part I owns more than 50 percent of voting stock, or of the partnership(s) in which the Organization listed in Part I owns more than 50 percent interest therein, or of the limited liability company or companies in which the Organization listed above in Part I owns more than 50 percent interest therein, as the case may be.
Name of Business Entity	Business Address
Add additional sheets if necessary	
OR	
<input type="checkbox"/>	The Organization listed above in Part I does not own greater than 50 percent of the voting stock in any corporation and does not own greater than 50 percent interest in any partnership or any limited liability company.

Section B (skip if no business entities are listed in Section A of Part IV)	
<input type="checkbox"/>	Below are the names and addresses of any entities in which an entity listed in Part III A owns greater than 50 percent of the voting stock (corporation) or owns greater than 50 percent interest (partnership or

		limited liability company).	
Name of Business Entity Controlled by Entity Listed in Section A of Part IV		Business Address	
Add additional Sheets if necessary			
OR			
<input type="checkbox"/>		No entity listed in Part III A owns greater than 50 percent of the voting stock in any corporation or owns greater than 50 percent interest in any partnership or limited liability company.	
Section C – Part IV Certification			
<p>I hereby certify that the Organization listed above in Part I does not own greater than 50 percent of any entity that that is debarred by the federal government from contracting with a federal agency and, if applicable, does not own greater than 50 percent of any entity that in turns owns greater than 50 percent of any entity debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the Borough of Mountain Lakes is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the Borough of Mountain Lakes to notify them in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough of Mountain Lakes permitting them to declare any contract(s) resulting from this certification void and unenforceable.</p>			
Full Name (Print):		Title:	
Signature:		Date:	

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant to N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that CONNOLLY + HICKEY HISTORICAL ARCHITECTS
Name of company
has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one-year period preceding January 1, 2021 to any of the
contract date
following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Council of the Borough of Mountain Lakes as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Lauren Barnett	Thomas Menard
Daniel Happer	Christopher Richter
Cynthia Korman	Khizar Sheikh
Audrey Lane	

Part II – Ownership Disclosure Certification

☐ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☐ Subchapter S Corporation
☐ Limited Partnership ☒ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
THOMAS B. CONNOLLY, AIA	16 CRANFORD AVE., CRANFORD NJ 07016
MARGARET M HICKEY, AIA	552 ELMWOOD TERR, UNDEN, NJ 07036

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: CONNOLLY + HICKEY HISTORICAL ARCHITECTS, LLC

Signed: Margaret M Hickey

Title: PRESIDENT

Print Name: Margaret M. Hickey

Date: 6 Sept 2022

Subscribed and sworn before me this 6 day of

September, 2022

THOMAS B. CONNOLLY

NOTARY PUBLIC OF NEW JERSEY

My Commission expires: My Commission Expires Apr. 16, 2025

T.B. Connolly

Margaret M Hickey

(Affiant)

Margaret M Hickey, President

(Print name & title of affiant) (Corporate Seal)

Borough of Mountain Lakes

AFFIDAVIT OF NON-COLLUSION

The undersigned, being duly sworn according to law, deposes and says:

1. I reside at 552 ELMWOOD TERR., LINDEN, NJ 07036
2. The name of the within applicant is Connolly & Hickey Historical Architects, LLC
3. I executed the said proposal on behalf of the applicant with full authority to do so.
4. The applicant has not directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive proposal in connection with the contract.
5. All statements contained in the Qualification Statement and Proposal and in this Affidavit are true and correct and were made with the full knowledge that the Borough of Mountain Lakes, County of Morris, its officers and employees, relies upon the truth of the statements therein made in awarding the above-named contract.
6. I further warrant that no person or selling agency has been employed or retained to solicit or service such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bonafide employees of a bonafide established commercial selling agencies maintained by the applicant.

Subscribed and sworn to
before me this day

06 SEPTEMBER, 2022

Thomas B. Connolly
Signature of Notary

My Commission expires _____

(Seal)

THOMAS B. CONNOLLY
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Apr. 16, 2025

Margaret M Hickey
Signature of Applicant

Margaret M Hickey
Print Name

Certification **44373**

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT
RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-JAN-2017** to **15-JAN-2024**

CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC
2 NORTH UNION AVE., 2ND FLOOR
CRANFORD NJ 07016



Ford M. Scudder

FORD M. SCUDDER
State Treasurer



DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY - DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION # AND TITLE: _____

VENDOR NAME:

CONNOLLY & HICKEY HISTORICAL ARCHITECTS

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX



I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR



I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities
Relationship to Vendor/ Bidder
Description of Activities

Duration of Engagement
Anticipated Cessation Date

**Attach Additional Sheets If Necessary.*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Margaret M Hickey

Signature

Sept. 6 2022

Date

Margaret M Hickey, President

Print Name and Title



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/7/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marquis Professional Risk 485A Route 1 South, Suite 240 Iselin NJ 08830	CONTACT NAME: PHONE (A/C, No, Ext): 732-243-1300 FAX (A/C, No): 973-227-4026 E-MAIL ADDRESS: certificaterequest@marquispro.com	INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Charter Oak Fire Insurance Company		25615
INSURED Connolly & Hickey Historical 2 North Union Avenue, 2nd Fl. Cranford NJ 07016	CONN&HI-01	INSURER B: Travelers Casualty Insurance Co of America		19046
		INSURER C: Travelers Indemnity Company of CT		25682
		INSURER D: Hanover American Ins. Co.		36064
		INSURER E:		
		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1296509407

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Ltd Contractual <input type="checkbox"/> Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	6804H646546-21-47	11/18/2021	11/18/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	6804H646546-21-47	11/18/2021	11/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y	Y	CUP1752T823-21-47	11/18/2021	11/18/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB8J07817A-21-47-G	11/18/2021	11/18/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability			LHYH39392900	10/30/2020	10/30/2022	Per Claim Aggregate 2,000,000 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: RFQ

Mountain Lakes Train Station is included additional insured on a primary and non-contributory basis limited to General Liability as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

Mountain Lakes Train Station
400 Boulevard
Mountain Lakes NJ 07046

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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PROPOSAL FOR PROFESSIONAL ARCHITECTURAL AND HISTORIC PRESERVATION SERVICES
FOR THE PREPARATION OF A:
HISTORIC PRESERVATION PLAN

FOR THE
MOUNTAIN LAKES TRAIN STATION
BOROUGH OF MOUNTAIN LAKES, MORRIS COUNTY, NEW JERSEY

PRESENTED BY:
CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC
P.O. Box 1726
Cranford, New Jersey 07016

FOR CONSIDERATION BY:
Mitchell Stern, Borough Manager and
Cynthia Korman, Council Member
Borough of Mountain Lakes
400 Boulevard
Mountain Lakes, New Jersey 07046

Date: 18 November 2021
Revised: 8 March 2022

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A. Resumes of Project Team Members

PROJECT OVERVIEW

Section 1

Connolly & Hickey Historical Architects, LLC is pleased to present a proposal to the Borough of Mountain Lakes (Borough) to prepare a Historic Preservation Plan for the Mountain Lakes Train Station (Train Station). The following outlines the proposed scope of professional services, including a cost proposal, project schedule and qualifications of the project team for the Borough's consideration.

Mountain Lakes Train Station

The Mountain Lakes Train Station was constructed in 1912 to serve the Delaware, Lackawanna and Western (DL&W) Railroad in Mountain Lakes, replacing an earlier station. Designed by the DL&W's chief architect Frank J. Nies, the station was constructed of local rough-cut stone with concrete trim and utilized elements of the Jacobethan Revival style. The station featured a standard plan adopted by the DL&W that was repeated with minor variations in scale, material, and trim; this plan featured the baggage and waiting rooms in two large end rooms connected by a central hall with ticket office and restrooms. This plan was modified at Mountain Lakes, where the steep site required the baggage room to be raised one story and a stair replaced the hall and an additional room adjoining the baggage room. A fire damaged the station around 1920 but its interior was rebuilt with little change. The building served as an active station until the mid-twentieth century, and the Borough purchased the building in the 1950s. The former station housed various professional offices during the late-twentieth century and today serves as a restaurant. The Mountain Lakes Train Station was added to the New Jersey and National Registers of Historic Places in 2005 as a contributing resource to the Mountain Lakes Historic District.

The Train Station has certain physical needs that need to be addressed, and the Borough would like to develop a direction for the future preservation and continued use of the building as a restaurant. A Historic Preservation Plan is a vital preservation planning tool that documents original construction and a property's subsequent evolution, identifies current conditions, and makes prioritized recommendations for future work. A Preservation Plan looks at a property not only in relation to its significance but also in how a building's preservation fits with a municipality's use of a property for the long-term. It is a valuable tool for not only outlining future restoration and rehabilitation work but can also be used to garner funding from sources interested in preserving historic and cultural resources.

The project would begin with historic research documenting the history and evolution of the site and building. The historic research conducted for the Preservation Plan will form the basis for determining the period of significance, help to develop a chronology of construction, and aid in the development of the preservation philosophy. A period of significance is the span of time in which the building has attained its significance and justification for recognition. With this knowledge in hand, the exterior existing conditions (and to less extent the interior conditions) will be documented in graphic, narrative and photographic form and will become the basis for the recommendations for architectural planning, material repair and the generation of estimates of probable cost. The plan will provide an opportunity for determining phasing for projects noting which conditions are priorities and which can be dealt with in the long-term. Determinations on phasing and work programs will also be considered in relation to available funding and a logical sequence of work. All recommendations will be such that any proposed work complies with the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

THE PROJECT TEAM

Section 2

Connolly & Hickey Historical Architects is an architecture firm that specializes in the restoration and rehabilitation of historic properties with a focus on properties located in New Jersey. The firm provides a full range of architecture and preservation services including planning, stabilization, restoration and rehabilitation for a variety of historic and cultural resources. Our firm focuses on the practice of historical architecture because of our belief that the presence of older buildings enhances and graces the built environment providing a connection to local heritage and fostering stronger communities. Extending the useful life of existing buildings through thoughtful and well-planned restorations and rehabilitations is an area of specialty requiring experienced professionals. Please refer to Section 6 for a sampling of projects that our firm has undertaken since our inception.

Connolly & Hickey is a full-service firm that can meet the individual needs of each of our clients and tailor those services to each project. We understand that each building has its own identity, characteristics and needs, and as such, we develop a project team that is specifically suited to the project goals and objectives. For the Train Station project, Connolly & Hickey has built a project team that will include KSI Professional Engineers, who will assess the building's structure, and KSI Consulting Engineers, who will assess the building's electrical system related to exterior lighting.

Thomas B. Connolly, AIA, Principal Architect and Margaret M. Hickey, AIA, Principal Historic Preservation Specialist, will manage the Project Team, provide direct contact to the client and coordinate all requirements amongst in-house personnel and our consultants. The Project Team has worked together on numerous projects in the past and therefore has the ability and expertise to successfully deliver this project to the Borough in a timely manner, satisfying the programmatic requirements and consistent with the governing standards for the preservation of historic buildings. The following is a summary of the experience of each team member including their role in the preparation of the Historic Preservation Plan. Each team member has experience with applying the Secretary of the Interior's *Standards for the Treatment of Historic Properties* and understands the complexities behind each restoration and rehabilitation project no matter the type, size or configuration of the historic resource.

Thomas B. Connolly, AIA is the Principal Architect for Connolly & Hickey and holds a Bachelor of Architecture from the New Jersey Institute of Technology. Tom has applied his understanding of the methodologies and philosophies behind the role of historic preservation in the restoration and rehabilitation of numerous historic properties over his 20 years of experience in the field. Tom will co-manage the preparation of the Historic Preservation Plan from initial documentation through to the development of the recommendations for restoration and rehabilitation. He will oversee the development of the existing condition documents, including drawings and photographs, and will review the recommendations and estimates of probable cost.

Margaret M. Hickey, AIA serves as the Principal Historic Preservation Specialist for the firm and is responsible for ensuring all projects comply with preservation standards. Margaret holds a Master of Science in Historic Preservation from Columbia University and a Bachelor of Architecture from the New Jersey Institute of Technology. Margaret will develop the historical overview and will establish the period of significance and preservation philosophy. She will also work with the other team members in documenting the existing conditions and preparing the conditions assessment, code analysis, and recommendations including the estimates of probable cost.

Beth A. Bjorklund is a Historic Preservation Specialist for the firm and works with the other team members in documenting the history and existing conditions, and developing the recommendations. Beth holds a Master of Science in Historic Preservation from Ball State University and a Bachelor of Arts in



THE PROJECT TEAM

Section 2

Cultural and Historic Preservation from Salve Regina University. Beth will work with Margaret in researching the history and development of the building, preparing conditions assessment, and developing the period of significance and the recommendations for the building.

Carly Bathan, R.A., as a Project Architect, is responsible for architectural design for sensitive additions to historic resources, and for the restoration, stabilization, and rehabilitation of historic buildings from documentation to the administration of the contract during construction. She holds a Master of Architecture II from Harvard University and a Bachelor of Architecture from Syracuse University. Carly will assist with documentation, recommendations and addressing recommendation with regard to barrier-access.

Mirek L. Skros, Associate AIA, is an Architectural Designer for the firm and is responsible for project documentation, delineation and design. He holds a Master of Architecture from the New Jersey Institute of Technology and will work with Tom in documentation of existing conditions , preparing the as-built drawings, and developing the recommendations for restoration and repair. Mirek has worked at Connolly & Hickey for over eight years on a variety of historic preservation projects.

Pallavi S. Kanthe is an Architectural Designer for the firm and holds a Master of Science in Historic Preservation from Pratt Institute and a Bachelors of Architecture from Kamla Raheja Vidyanidhi Institute for Architecture and Environmental Studies. Pallavi works with other team members in documenting and drafting existing conditions and assessing material conditions.

KSI Professional Engineers is a structural engineering firm established in 1999 to provide structural engineering services to both private and public-sector clients. Connolly & Hickey has worked with KSI on many projects in the past providing valuable insight through the thorough evaluation of a building's structure to determine the conditions and integrity. KSI also works with the team members in determining the recommendations for repair and upgrade. KSI will work with Tom in the evaluation of the existing conditions of the structure as they may relate to exterior conditions. All conditions are reviewed in the field between Project Team members; however, KSI will also provide a written report of their observations. Recommendations for upgrades will be outlined in this written summary as well as incorporated into the body of the planning document. The key member of the form who will work with Connolly & Hickey is Patrick Cronin, P.E.

KSI Consulting Engineers will provide electrical engineering services for the Train Station related to the exterior lighting. KSI is a full-service engineering firm that assesses the conditions of the existing services and will provide recommendation for repair and upgrade as needed. Connolly & Hickey has worked with KSI Consulting Engineers on numerous projects in the past including the restoration and rehabilitation of the Lake Hopatcong Train Station, the creation of a Visitor Center at the Grover Cleveland Birthplace, and many others. The key members of the firm who will work with Connolly & Hickey are Luis Rodriguez, CPD, LEED AP, and Andrew Christie, LEED AP.

TECHNICAL PROPOSAL

Section 3

Our firm is committed to providing the Borough of Mountain Lakes with all services required to make this project successful. We include below our general approach to executing the overall goals of the proposed project. Connolly & Hickey envisions a two-phased approach to the development of the Historic Preservation Plan, the preparatory phase and the final phase.

BASIC SERVICES

The first phase, the preparatory phase, includes documentation, the survey of existing conditions and the development of initial recommendations. After this initial phase, Connolly & Hickey will meet with representatives of the Borough to review the findings and garner insight from the members on the initial recommendations. Upon this review, the final phase will commence including the preparation of final recommendations, development of estimates of probable cost and phasing recommendations. Note that the work will focus on the exterior and is limited at the interior to structure and any areas where the exterior is impacting interior finishes. It will be the responsibility of the Borough to facilitate communication between the restaurant Owners and the Project Team for both access to the interior and discussions of any findings and recommendations.

Documentation

The preparation of the Historic Preservation Plan begins with researching local archives and repositories for detailed information on the history and development of the Mountain Lakes Train Station including placing this history in the context of the overall developmental history of Mountain Lakes. Such repositories would likely include files in possession of the Mountain Lakes Historic Preservation Committee, the North Jersey History & Genealogy Center at the Morristown & Morris Township Library, the New Jersey Historic Preservation Office, and the State archives, where pertinent. Based on this research and documentation, an historical overview will be prepared on the Train Station that details its history and chronology of construction. The building's period of significance and significance statement will also be developed.

The second component of the documentation phase will be to generate current AutoCAD drawings of the building in plan and elevation. This will be accomplished using the existing drawings as a base and field verifying them at the interior and exterior in order to prepare existing condition drawings. The Train Station will also be documented through photography. Together with the historic research, the Project Team will gain an overall sense of the building as well as its historical evolution.

All team members will receive the synopsis of the historical research, the photographs and the drawings. This package will provide a background of the building prior to the survey stage. The consultant will receive a customized synopsis of the initial findings as it pertains to their individual tasks. This information provides all team members with adequate foreknowledge of what to expect and what questions to ask before approaching the site, ultimately expediting the project.

Field Survey

After review of the site history, the project team will commence the survey phase. We will focus on the exterior of the building, to a lesser extent, the interior, and the site, including the covered structure by the railroad tracks and the stone site walls. Tom will take the lead in the survey phase, and will assess the integrity of the building fabric, the chronology of alterations, as well as the condition of the fabric at the exterior, interior, and site features. Conservation issues will be described, located onto drawings and photographed.

Our engineering consultant will also join the survey phase:

TECHNICAL PROPOSAL

Section 3

Structural Systems Assessment

KSI Professional Engineers will evaluate the structural elements of the Train Station to determine the extent and nature of any structural deficiencies. With the assistance of a borescope, they will investigate concealed areas to the extent practicable in order to gain a better understanding of the overall structural conditions. Based on the observation of the structural systems, recommendations shall be made for repair and upgrade that are sympathetic to the historic fabric and comply with the *Standards*.

Electrical System and Exterior Lighting Assessment

KSI Consulting Engineers will investigate the existing electrical service and any related exterior lighting and life-safety issues at the exterior of the Train Station to determine the conditions and make recommendations for any upgrades with regard to supporting the existing use and to comply with current code requirements, particularly where issues of life-safety are a concern.

Preliminary Analysis and Meeting

Upon completion of the survey phase, the Project Team will synthesize the initial findings to be included in the preliminary report. The Project Team will present these findings to the Borough including initial recommendations for the period of significance, the preservation philosophy for the Train Station, and the preliminary recommendations for repair and upgrade. At this time, the Project Team will look to the Borough for input. The focus of this initial phase will be on the architecture and overall fabric of the building.

Use Analysis

With the greater understanding of the building, its history, configuration, needs, and even its limitations, the Project Team will focus on analyzing the continued use of the Train Station as a restaurant, specifically related to the exterior of the building and site and provisions for barrier-free access. This analysis will review how the building can work best in the future to support this continued use and to make improvements where needed. The analysis will include looking at the physical limitations of the site and building but also all the building has to offer by way of its many features, attributes and amenities. At the preliminary meeting, the Project Team will discuss the vision of the Borough for the building and site coupled with the understanding of the physical needs of the building with regard to conditions; and will make recommendations on use and site upgrades for the Borough's input. All recommendations for upgrades should be sympathetic to the historic fabric and reversible where feasible. These recommendations will also include the generation of estimates of probable cost that may aid in the decision-making for possible phasing alternatives.

Treatment Recommendations

Utilizing the data collected during the survey phase and the results of the preliminary meeting, the project team will move forward to the final phase, treatment and planning recommendations. At Connolly & Hickey, the project team works hand-in-hand developing the recommendations allowing insight from all disciplines involved. The planning phase will be two tiered including conservation treatment and restoration recommendations. This is not to say these two elements are separate, but rather, intertwined and each will guide decisions of the other. It should be noted that if ground disturbance is part of the recommendations for restoration and rehabilitation, the project team will include recommendations for future archaeological investigations as required and to be completed prior to any restoration or rehabilitation work.

The results of the preliminary meeting will guide Connolly & Hickey to expand upon and solidify the recommendations for the restoration of the Train Station. Tom will review code compliance, accessibility and building restraints required by the proposed usage. The project team will develop conservation treatment recommendations for the building with a focus on the exterior. The engineer will make recommendations for improvements to the existing structural components and the exterior lighting based on both code compliance

TECHNICAL PROPOSAL

Section 3

and the existing use requirements. All recommendations will take into consideration the need for the sensitive insertion of structural systems, and if necessary, the electrical systems, within the existing historic fabric.

Vulnerability Assessment and Maintenance Plan

The survey of existing conditions will be the point of departure for the development of the Vulnerability Assessment and the Maintenance Plan. The Vulnerability & Hazard Assessment will include both the identification of vulnerabilities and recommendations for their mitigation. The maintenance plan will provide guidance for a cyclical maintenance program. This plan will provide a list of weekly, monthly and yearly tasks that address the maintenance of the building, site elements, and the immediate landscape. If followed, both plans will help to maintain and prolong the life of the building materials and site features.

Report Production

All the findings will be developed into a final draft report of which three (3) copies will be submitted to the Borough and any agency having jurisdiction for review and comment. At this time, we will have the final meeting to discuss the Borough's review and comments. The results of this meeting will be incorporated into the final report. The report will be prepared according to standard guidelines including written descriptions and recommendations, drawings, historical documentation, and photographs.

Connolly & Hickey will provide the Borough of Mountain Lakes with a Historic Preservation Plan for the Mountain Lakes Train Station. This report would evaluate the overall situation of the building and present an overall plan for addressing the observed conditions. The Historic Preservation Plan shall include:

- Executive Summary
- Introduction
- Developmental History
- Chronology of Construction
- Architectural Description (Primarily Exterior/Interior Overview) including Drawings of Existing Conditions
- Identification of Significant Features
- Statement of Significance
- Conditions Assessment including Photographs of Existing Conditions
- Preservation Philosophy
- Code Analysis
- Use and Analysis
- Vulnerability & Hazard Assessment
- Conclusions and Recommendations (including Phasing)
- Conceptual Estimate of Probable Costs
- Bibliography
- Attachments
 - Engineering Assessment
 - Maintenance Plan

Deliverables

Five (5) copies of the draft report and five (5) copies of the final report will be submitted to the Borough, including two (2) copies required by the County for each submission. The copies of the draft will include black and white graphics, and the bound copies of the final report will include color graphics.

One (1) USB version with PDF of final report with graphics shall be submitted to the Borough.

COST PROPOSAL

Section 4

GENERAL

Pursuant to our review of the existing documentation, the following cost proposal is offered:

I. HISTORIC PRESERVATION PLAN

A. Connolly & Hickey Historical Architects

• Archival Research and Historical Overview	\$ 3,225
• Documentation	\$ 2,300
• Field Survey of Conditions and Analysis	\$ 4,225
• Treatment Recommendations	\$ 3,350
• Report Writing and Production	\$ 3,950
• Meetings (allow for 2)	\$ 950

Subtotal Connolly & Hickey **\$ 18,000**

B. Sub-Consultants

• Structural Engineering Assessment Allowance	\$ 4,500
• Electrical Engineering Assessment Allowance	\$ 4,000

Subtotal Sub-Consultant **\$ 8,500**

C. EXPENSES

• Supplies, Materials & Other Expenses (Allowance)	\$ 3,500
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Subtotal Expenses **\$ 3,500**

TOTAL FOR HISTORIC PRESERVATION PLAN: **\$ 30,000**

CONDITIONAL STATEMENTS

This proposal attempts to be as inclusive as possible in order to provide the Borough with a comprehensive set of professional services. However, specific services must be understood to be beyond the intents and purposes of this proposal. These may include but not be limited to the following:

- concealed or unforeseen conditions;
- preparation of detailed plans, elevations or details to facilitate or to act as a directive for the repair or restoration of any building component;
- hazardous materials identification, risk assessment or abatement;
- compliance with any NJ Department of Environmental Protection or US Environmental Protection Agency requirements for wetlands;
- underground storage tank risk assessments;
- destructive or invasive testing but may include removal of limited existing finishes; and
- expert testimony related to any legal proceedings.

The professional services rendered as part of this proposal shall be usual and customary reflecting the care and skill ordinarily used by other historic architects when dealing with similar historic structures at the same time and in the same or similar localities.

The cost proposal provided on the previous page is valid for one (1) year, after which point all costs are subject to change to reflect moderate yearly rate increases.

COST PROPOSAL

Section 4

ADDITIONAL SERVICES

Should the Borough require or should the project demand additional services beyond those covered under basic services in order to facilitate its completion, the Project Team is prepared to assist wherever possible. These services will be subject to the hourly rates established in the Cost Proposal section of this Proposal. Such Additional Services may include but not be limited to:

- services involving work on buildings or structures other than those specifically listed in this proposal;
- services of consultants or specialists other than those specifically listed in this proposal;
- testing of materials or surfaces;
- site, civil or geo-technical engineering;
- structural engineering other than those specifically listed in this proposal;
- mechanical engineering;
- electrical engineering other than those specifically listed in this proposal;
- soils testing;
- site utilities;
- land surveying;
- landscape architectural services;
- archaeological investigations;
- the preparation of or the assistance in the preparation of applications for historic preservation grants or other types of funding; and
- orientation and display design.

Should additional services be required that are beyond the scope of the basic services of this proposal, the following rates will apply. Expenses shall be drawn from the allowance provided as part of the cost estimate.

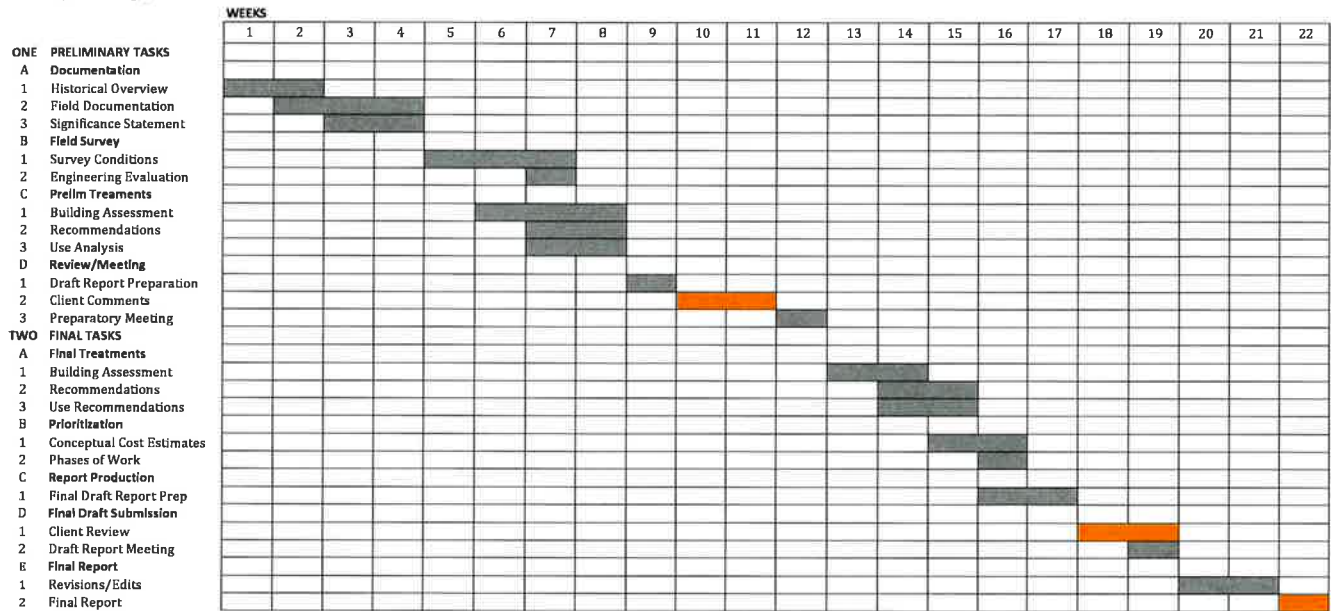
CONNOLLY & HICKEY HISTORICAL ARCHITECTS

• Principal Architect	\$ 145.00/ hour
• Historic Preservation Specialist	\$ 125.00/ hour
• Architectural Conservator	\$ 95.00/ hour
• Architectural Designer/Drafter	\$ 75.00/ hour
• Drafter	\$ 60.00/ hour
• Additional Meetings	\$ 475.00/ meeting
• Additional Reports	\$ 200.00 each
• Consulting Engineer	\$ 180.00/ hour

EXPENSES

▪ Mileage	\$ 0.56 /mile
▪ Printing	\$ 0.15 /8 ½ x 11 sheet
	\$ 3.75 /24 x 36 sheet
• Mailings	Actual cost

The following timeline illustrates the proposed project development and production schedule in weeks of duration for the preparation of the Historic Preservation Plan; the start date will be determined once a contract between the Owner and Architect has been executed. Gray timelines indicate activities by the Project Team. Bold timelines reflect items by the Borough. This schedule is submitted for planning purposes only and is subject to change.



PROJECT REFERENCES

Section 6

REFERENCES

Kyle Richter, Executive Director
Lake Hopatcong Foundation
125 Landing Road
Landing, New Jersey 07850
973-663-2500

Bryan Coward, Director of Recreation
Township of Rockaway
65 Mt. Hope Road
Rockaway, New Jersey 07866
973-983-2841

Neil Henry, Administrator
Town of Boonton
100 Washington Street
Boonton, New Jersey 07005
973-402-9410 x 650

EXPERIENCE

Since 2003, Connolly & Hickey has undertaken a variety of historic preservation projects ranging in scope from preservation planning documents to large-scale restoration and rehabilitation projects. Sample projects have been provided that explain the broad scope of our expertise and services.

All projects undertaken by Connolly & Hickey are accomplished as a team effort where staff is encouraged to take an active role in the decision-making and design processes behind every project whether it is a historic preservation-planning document or a full set of contract documents for a complex restoration and rehabilitation project. In every project undertaken, each member of the project team is intimately familiar with the building and its needs, and all members contribute to developing the appropriate approach for the required interventions.

LAKE HOPATCONG TRAIN STATION

LANDING, MORRIS COUNTY, NEW JERSEY



The 1911 Lake Hopatcong Train Station, in Landing New Jersey, was designed to integrate the Morris Canal with rail travel, serving as a link between the two, as well as connecting with adjacent trolley service. The Tudor Revival/Jacobean-style passenger station is of rubble stone and cast stone construction with cast stone detailing and a glazed clay tile roof.



- Services: Historic Preservation Plan, National Register Nomination, Contract Documents, Pre-Qualification, Bidding and Contract Administration for three phases of construction.
- Construction: Exterior restoration and interior rehabilitation to reflect its original appearance while being adaptively reused to house the Lake Hopatcong Foundation. The project also includes rehabilitation of the landscape.
- Grants: \$600,000
- Total Project Costs: \$960,000

DEMAREST RAILROAD DEPOT

DEMAREST, BERGEN COUNTY, NEW JERSEY



Photo Credit: Memories TTL

The Demarest Railroad Station was built in 1872 and designed by Architect J. Cleveland Cady. The station uses many of the Romanesque Revival style characteristics including heavy rough-cut stone, round arches, squat dwarf columns, deeply recessed windows, and densely carved decoration. The building served as a passenger station until the railroad line was discontinued in 1966 and has been serving as a community center since that time.



Photo Credit: Memories TTL



Photo Credit: Bergen County Hist. Society



Photo Credit: Memories TTL

- Services: National Register Nomination, Historic Preservation Plan, Design, Contract Documents, Bidding and Contract Administration
- Construction: Exterior & interior restoration including restoration of the slate roof and roof drainage system, structural upgrades, masonry restoration, restoration of the masonry, window and door restoration; and interior restoration of finishes and features, including revealing covered wood wainscot, new HVAC system and lighting upgrades.
- Total Grant Funding: \$510,000 (Federal ARRO Funds and New Jersey Historic Trust)
- Total Project Costs: \$1.1 Million

BOONTON HOLMES PUBLIC LIBRARY

BOONTON, MORRIS COUNTY, NEW JERSEY



Boonton Holmes Public Library, located in Boonton was established in 1890 and moved to the home of James Holmes upon his death in 1893. The three-story wood-frame building was constructed in 1849 and expanded on at least four occasions. The library is a fine example of the vernacular Italianate style and is a key building in Boonton's historic downtown area.



- Services: Historic Preservation Plan, Contract Documents, Pre-Qualification, Bidding and Contract Administration.
- Construction: Structural Upgrades; Exterior Restoration including of the front porch, and Partial Interior rehabilitation including improvements for circulation.
- Total Grant Funding: \$1 Million (Morris County & Historic Preservation Trust Fund)
- Total Project Costs: \$1,275,000

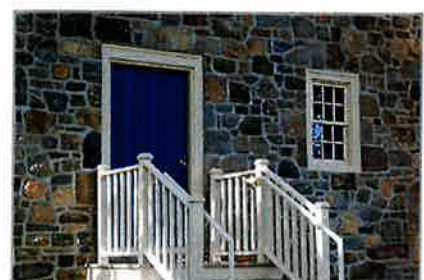
FORD FAESCH HOUSE

ROCKAWAY, MORRIS COUNTY, NEW JERSEY

Connolly &
Hickey
HISTORICAL ARCHITECTS



The Ford Faesch House, in Rockaway Township, NJ was constructed by Colonel Jacob Ford, Jr. around 1772 and is an excellent example of Georgian architecture in a rural setting. The house is significant for its association with ironmaster John Jacob Faesch who leased the residence in 1772 and had extensive iron ore holdings, charcoal-producing woodlands, and waterpower-driven furnaces and forges in the Morris County region.



- **Services:** Historic Structure Report Update, Contracts Documents, Pre-Qualifications, Bidding and Contract Administration for four phases of construction.
- **Construction:** Exterior restoration to reflect its original late-eighteenth century appearance including restoration of the west wing that had been removed.
- **Total Grant Funding:** \$1.2 Million (Morris County Grants and New Jersey Historic Trust)
- **Total Project Costs:** \$1.4 Million

A. RESUMES OF PROJECT TEAM MEMBERS

THE PROJECT TEAM

CONNOLLY & HICKEY HISTORICAL ARCHITECTS, LLC

Thomas B. Connolly, AIA

Principal Architect

Margaret M. Hickey, AIA

Principal Historic Preservation Specialist

Carly Bathan, R.A.

Project Architect

Beth A. Bjorklund

Historic Preservation Specialist

Mirek L. Skros, Associate AIA

Architectural Designer

Pallavi S. Kanthe

Architectural Designer

SUB-CONSULTANTS

Engineering

Patrick Cronin, P.E.

KSI Professional Engineers

Luis Rodriguez, CPD, LEED AP

KSI Consulting Engineers

Andrew Christie, LEED AP

KSI Consulting Engineers

Thomas B. Connolly, AIA

Principal Architect

Principal-in-Charge

NJ License: 21A101699200

PA License: RA403776

Experience

Principal Architect

August 2005 – Present

As Principal Architect, Mr. Connolly provides project management and coordination and direct client contact. He is also responsible for documentation of existing conditions, drafting, schematic design, design development studies, contract document preparation including drawings and specifications, cost estimates, contractor prequalification, bidding, and contract administration services. Tom also contributes to historic preservation report information including code analysis, estimates of probable costs, design and material recommendations, and report graphics and illustrations.

Senior Architectural Designer

Connolly & Hickey

Historical Architects

Cranford, New Jersey

August 2003 – August 2005

Historic Preservation Consultant

Montclair HPC

July 2018 - Present

Reviews applications to the Historic Preservation Commission for compliance to the *Standards for Rehabilitation*, attends monthly HPC meetings, coordinates with the Planning Dept. on applications, and inspects projects under construction for compliance.

Designer/Drafter

The Office of Herbert J. Githens Architect

& Planner

Montclair, New Jersey

August 1994 – August 2003

Sketching and measuring of existing conditions, drafting of existing conditions, schematic design, design development studies, contract documents including drawings and specifications, contractor prequalification, bidding, contract administration services. Historic preservation study report graphics and illustrations.

Researcher

Bhavnani & King Architects

New York, New York

May 1994 – August 1994

Collection of historic documentation in an attempt to provide an overview of the important historic resources within several Northern New Jersey towns. The results of the research were incorporated in a Summary Report.

Memberships

American Institute of Architects

Education

Association for Preservation

Technology International

New Jersey Institute of Technology

School of Architecture, Newark, NJ

B. Architecture

Union County College

Cranford, NJ

A.A. Architecture



Continuing Education

Cast Stone and
Historic Concrete Rehabilitation
2010

Various Building Codes Seminars
2007 to present

The Use of Substitute Materials on
Historic Preservation Projects
Association for Preservation
Technology International

Structuring Contracts
American Institute of Architects

Best Laid Plans –
Business Planning for Small Firms
American Institute of Architects

Community Outreach/Associations

Cranford Business Alliance, Member

Lectures

The Process of Preservation presented to a joint meeting of the Construction Specifications Institute and the South Jersey Chapter of the American Institute of Architects, February 2006

The Exterior Restoration and Structural Stabilization of the Nathaniel Drake House presented on Four-Centuries-in-a-Weekend and the Grand Re-Opening of the Drake House Museum, October 2006.

Critical Care for Your Building's Envelope: Why It Deteriorates and How to Fix It presented at the New Jersey History and Historic Preservation Conference, June 2018

Volunteer

Cranford District Management
Corporation, Board Member

Margaret M. Hickey, AIA

Historic Preservation Specialist

Principal-in-Charge

NJ License: 21A101824500

Experience

- | | |
|---|--|
| <p>Historic Preservation Specialist
<i>Connolly & Hickey</i>
<i>Historical Architects</i>
Cranford, New Jersey
September 2003 – Present</p> | <p>As Historic Preservation Specialist, Ms. Hickey is responsible for architectural design and restoration, stabilization and rehabilitation of historic buildings and the identification and certification of cultural resources. Margaret oversees the production of historic preservation planning reports including Interpretive Plans, Condition Assessment Reports, Historic Preservation Plans and Historic Structures Reports, and she is responsible for the preparation of cost estimate. She also prepares grant applications for public funding for planning and capital projects.</p> |
| <p>Historic Preservation Specialist
<i>Glen Ridge HPC</i>
January 2018 - Present</p> | <p>Serves as Secretary to the Historic Preservation Commission, reviews all applications for completeness and advises members on compliance to the <i>Standards for Rehabilitation</i>, attends monthly HPC meetings, coordinates with the Building Code Official on permit applications, and inspects projects under construction for compliance.</p> |
| <p>Historic Preservation Specialist
<i>The Office of Herbert J. Githens</i>
<i>Architect & Planner</i>
Montclair, New Jersey
August 1999 – August 2003</p> | <p>Restoration, stabilization and rehabilitation of historic buildings. Identification and certification of cultural resources. Documentation of historic structures including drawings, photos and written descriptions. Development of design and contract documents. Historic preservation planning reports include Condition Assessment Reports, and Historic Preservation Plans.</p> |
| <p>Program Officer
New Jersey Historic Trust
Trenton, New Jersey
March 1996 – August 1999
January 1994 – March 1996 Intern</p> | <p>Margaret was responsible for the administration of grant-funded projects, the evaluation of applications, review of contract documents for compliance with Secretary of the Interior's <i>Standards for the Treatment of Historic Properties</i>, monitoring construction performance, and processing grant disbursements.</p> |

Memberships

American Institute of Architects

Association for Preservation
Technology International

Education

New Jersey Institute of Technology
School of Architecture, Newark, NJ
B. Architecture

Columbia University
Graduate School of Architects, Planning and Preservation
New York, NY
M.S. Historic Preservation



Continuing Education

Small Project Process and
Products Revealed
American Institute of Architects

Catching Up with AIA
Contract Documents
American Institute of Architects

Envelope Performance Testing,
Modeling and Monitoring
Association for Preservation
Technology International

The Use of Substitute Materials on
Historic Preservation Projects
Association for Preservation
Technology International

Introduction to
Construction Cost Estimating
New York University
School of Continuing Education

Volunteer

Preservation New Jersey
10-Most Endangered Historic Properties
2018

Chair, Preservation New Jersey
10-Most Endangered Historic Properties,
2015 – 2017

Appearance on Comcast Newsmakers for
2017 10-Most List

Lectures

Learning from Loss: Strategies for Saving Endangered Sites presented at
"Building a Place for History," New Jersey History and Historic Preservation
Conference, June 2016

*Getting Your Historic House (Museum) in Order: Foundation Documents for
Managing Your Historic Property* presented with Dorothy Hartman, principal of
History in the Making. This lecture was presented as part of the Kean
University's Historic Preservation Program, November 2015 and the Rutgers,
Camden Historic Preservation Program, September 2016

*Applying the Secretary of the Interior's Standards for Rehabilitation to
Residential Properties* presented at "New Perspectives on the Past," New
Jersey History and Historic Preservation Conference, June 2015

Hinchliffe Stadium: The Research for a National Historic Landmark Nomination
presented at the 2010 New Jersey Historic Preservation Conference, June 2010

Brielle Road Bridge: The Last Belidor-Type Bascule Bridge in New Jersey
presented to the Roebling Chapter of the Society of Industrial Archaeologists,
October 2008

Restoration of the Henry Doremus House and Vreeland Outkitchen presented
to the Montville Historical Society and the Montville Woman's Club, October
2007

Inclined Plane 2 East and Lock 2 East of the Morris Canal presented to the
Canal Society of New Jersey, January 2007

The Process of Preservation presented to a joint meeting of the Construction
Specifications Institute and the South Jersey Chapter of the American Institute
of Architects, February 2006

Tours Given

Architectural Tour of the Historic Buildings at Waterloo Village – presentation
of the historic architecture of Waterloo Village as part of Canal Day at
Waterloo in June 2008 and 2009 on behalf of the Canal Society of New Jersey.

Four Centuries in a Weekend at the Oswald Nitschke House, Kenilworth, NJ –
preparation of the tour for the docents at the grand opening of the Oswald
Nitschke House to the community. This was done in consultation and with
input from members of the Kenilworth Historical Society. October 2004.

Carly Bathan, RA

Project Architect

Experience

Project Architect
Connolly & Hickey
Historical Architects
Cranford, New Jersey
November 2021 – Present

As a Project Architect, Ms. Bathan is responsible for architectural design for sensitive additions to historic resources, and for the restoration, stabilization, and rehabilitation of historic buildings from documentation to the administration of the contract during construction. Carly leads projects working with the firm's principals and guiding the younger team members through all aspects of preservation projects.

Registered Architect
Robert A.M. Stern
New York, New York
January 2015-May 2021

As an Architect and designer, Carly was a key team member on several important projects in the firm. For the Virginia General Assembly Building, responsibilities included consultant coordination and developing the design and contract document for the interior priority spaces. For the Fresh Air Fund Art Center, Carly served as project manager and established the schedule and budget and developed details with the design team to produce the design development set. For the Colgate University Benton Hall project, responsibilities included establishing the Revit modeling process and model that was used for documentation, presentation, 3D renderings, and walk-through video. Other responsibilities included advancing the design and the details of all interior spaces; reviewing RFIs, change orders, submittals, and shop drawings; and participating in Owner, Contractor, and Architect meetings. For the Museum of the American Revolution, responsibilities included preparing field reports and reviewing RFIs, submittals, and shop drawings in conformance with design documents. Carly also coordinated the theater redesign during construction to meet acoustical and theatrical requirements.

Intern Architect
Crabtree, Rohrbaugh & Associates Architects
Mechanicsburg, Pennsylvania
June 2012-June 2013

For the renovation of Byerly Hall at Millersville University, Carly served as job captain and undertook surveying and documentation of existing site conditions and collaborated with consultants and owner to complete schematic design through contract document drawing sets.

Design Intern
SHoP Architects
New York, New York
Summer 2011

For the Willets Point Master Plan in Queens, New York, Carly collaborated in schematic and design development stages for design competition and participated in interdisciplinary client and design meetings.

Publications Education

Platform 7 & 8 – Harvard GSD
Common Frameworks: Rethinking the
Developmental City in China, Harvard Design
Studies.
2015 ASLA Student Awards – *Within the Frame*

Harvard University
Graduate School of Design
Cambridge, Massachusetts
Master in Architecture II

Syracuse University
School of Architecture
Syracuse, New York
Bachelor of Architecture

Technical Expertise

Revit – Completed multi-scale projects through all stages of design.
Enscape – 3D Renderings and Animations.
Adobe: Photoshop, Illustrator and InDesign;
Rhino; AutoCAD; Microsoft Office Suite;
Newforma; Procore; Bluebeam.



Beth A. Bjorklund

Historic Preservation Specialist

Experience

Historic Preservation Specialist
Connolly & Hickey
Historical Architects
Cranford, New Jersey
May 2010 – Present

Ms. Bjorklund is responsible for the research of historic sources, determination of site significance and interpretation and development of written histories, contexts and significance statements, and development of use and interpretation plans. Beth assists with existing condition documentation and recommendations for restoration. She also specializes in the preparation of historic preservation planning documents including Historic Preservation Plans, Historic Site Master Plans and Historic Structures Reports, and preparation of National Register Nominations. She also prepares grant applications for public funding for planning and capital projects.

Historic Consultant
Connecticut Trust for Historic Preservation
Hamden, Connecticut
February 2011 - May 2011

Preparation of Historic Resource Inventory forms for the Historic Barns of Connecticut project, which included architectural descriptions, historic significance, and environmental descriptions of historic barns throughout the state of Connecticut.

Graduate Assistant
Center for Historic Preservation
Muncie, Indiana
August 2010 – May 2011

Research of historic sources, documentation of historic structures, development of written histories, contexts and significance statements, and determination of site significance. Historic preservation planning reports including Historic Structures Reports, Historic Site Inventories, and preparation of National Register Nominations.

Historic Preservation Intern
Preservation New Jersey
Trenton, New Jersey
May 2010 – August 2010

Updating of the "10 Most Endangered Historic Sites of New Jersey" database for 1995-2010 with research on all previously listed historic sites.

Education

Continuing Education

ArcGIS: Introduction Series
Rutgers University
October 2012

ARCUS Professional Fellowship
March 2017 – January 2018

Ball State University
Muncie, Indiana
M.S. Historic Preservation

Salve Regina University
Newport, Rhode Island
B.A. Cultural and Historic Preservation, magna cum laude

Publication

"Dr. Helen L. Miller: Advancing Medicine & Cancer Detection in Northern New Jersey." www.GardenStateLegacy.com. Issue 27, March 2015.



Mirek L. Skros, Assoc. AIA

Architectural Designer

Experience

Architectural Designer
Connolly & Hickey
Historical Architects
Cranford, New Jersey
June 2013 – Present

Mr. Skros is responsible for documenting and drafting existing conditions and working with the principals in the preparation of design and contract documents, including technical specifications, and assisting with contract administration during construction. Mirek also assists in preparing the estimates of probable cost and the assisting with the design for restorations and expansions.

Draftsperson
Ronald A. Meeks, AIA
Cranford, New Jersey
May 2012 – Present

Assisted in the composition of pre-design, design, and construction drawings for mostly residential projects. Sketched out plans and recorded field measurements during site visits.

Draftsperson
Lasko Contractors, Inc.
Cranford, New Jersey
October 2011 – May 2012

Took field measurements and drafted existing conditions plans. Drafted initial drawings for proposals and bidding purposes.

Draftsperson
J.S.H.I.
Linden, New Jersey
July 2005 – October 2008

Drafted plumbing risers, gas isometric diagrams, (partial) floor plans. Researched product/material specifications and proper installation solutions. Applied on-the-job design solutions when actual construction work (structural, etc.) did not match architectural or product specifications.

Technical Expertise

Computer Software: Autodesk AutoCAD, Google SketchUp, Adobe Photoshop/Illustrator/InDesign, Microsoft Word/Powerpoint/Excel

Languages: English (fluent), Polish (fluent), Spanish (intermediate level)

Experience with model-making, building, and power tools

Education

New Jersey Institute of Technology
School of Architecture, Newark, NJ
Master of Architecture

Rutgers University
New Brunswick, New Jersey
B.A. Economics, Spanish

Memberships

American Institute of Architects

Volunteer

Project Manager for the development of a 3-D printed model of the Ross Hall Wall for the Fellowship of the Metlar-Bodine House.

Competitions

Designer and Craftsman for Downtown Cranford "Scarecrow Stroll" Competition
First Place - 2014, 2017, 2018, 2019, and 2020



Pallavi S. Kanthe

Architectural Designer

Indian License: CA/2020/119502

Experience

Architectural Designer <i>Connolly & Hickey</i> <i>Historical Architects</i> Cranford, New Jersey November 2020 – Present	Ms. Kanthe is responsible for documenting and drafting existing conditions and working with the principals in the preparation of design and contract documents, including technical and specifications.
Junior Architect <i>AYON Studio Architecture Preservation,</i> <i>P.C.,</i> New York, NY October 2020 – November 2020 August – 2020 Volunteer	Worked on writing Field Reports. Research work on book Reglazing Modernism Part 2, which address interventions on aluminum-frame postwar exterior glazed assemblies. Managing the correspondence with the clients and working towards adding more case studies to the book which looked into similar themes.
Intern <i>The Municipal Art Society of NY.</i> New York, NY February 2020 – May 2020	Assisting the Program Manager Tara Kelly with writing Testimonies and taking Meeting Minutes during the Preservation Committee Meetings. Attending the hearings at Landmark Preservation Commission. Research work on Store Fronts of the 18 th Century.
Intern <i>Tulio D'Sousa an Architectural Firm.</i> Goa, India November 2016 – April 2017	Worked on renovation, restoring and measure drawings of historic buildings in Old Goa. 3-D Modelling of Talegaon Church to publish the proposal. Part of the job was to work on working drawings for new proposals.
Architect <i>Plus V Architects.</i> Mumbai, India September 2015 – April 2016 June 2015 – August 2015 - Intern	Designed high-end residential interior spaces, houses and resorts. Worked on multiple interior design projects. Part of the job was to co-ordinate with clients and contractors on the site.

Technical Expertise Education

Computer Software: Autodesk AutoCAD, Google SketchUp, Adobe Photoshop/InDesign, Microsoft Word/PowerPoint/Excel	<i>Pratt Institute</i> Brooklyn, NY Master of Science in Historic Preservation
Languages: English (fluent), Hindi (fluent), Marathi (fluent),	<i>Kamla Raheja Vidyaniidhi Institute for Architecture and Environmental Studies.</i> Mumbai, India Bachelors of Architecture
Experience with model-making, building, Water Painting,	Volunteer Volunteered ECW, Mumbai, India during the summer break - May 2015 on a presentation for Waste Management and Planning Eco-Friendly and Sustainable Public Toilets for the Member of Legislative Assembly.



Patrick M. Cronin P.E., Managing Partner

Mr. Cronin has over 20 years of engineering experience and joined KSI Professional Engineers in 2004, quickly became a partner of the firm. A Professional Engineer licensed in New Jersey, New York and Pennsylvania; Mr. Cronin is the lead project executive overseeing a staff of talented professionals and Managing Partner of KSI. Mr. Cronin was chosen as a 2013 Rising Star in Structural Engineering by *Structural Engineer* magazine. Mr. Cronin is an integral part of our ongoing focus of fostering excellent client relationships and our goal of providing the highest quality of the constructed project.

Professional Experience

Managing Partner

September 2004 - Present

KSI Professional Engineers, LLC, Farmingdale, NJ

- Perform detailed analysis and design of structures for code required loading conditions including strengthening of existing structural systems
- Document existing conditions to determine structural capacity and compliance with current building codes
- Perform design with steel, concrete, masonry, wood, and engineered products.
- Generate technical and fee proposals for new projects.

Senior Engineer – Structural Department

January 2001 – September 2004

Schoor DePalma, Inc., Manalapan, NJ

Assistant Municipal Engineer

March 2000 – September 2000

Schoor DePalma, Inc., Manalapan, NJ

Assistant Project Manager

April 1999 – March 2000

Witherspoon, Inc., Pennington, NJ

Engineer's Assistant

April 1998 – September 1998

Crossing Construction, Washington Crossing, PA

Education

Drexel University, Philadelphia, PA

BS Civil Engineering – June 2001

BS Architectural Engineering – June 2001

MS Civil Engineering Candidate – Structural Concentration

Registrations and Professional Certifications

New Jersey Professional Engineer License #24GE04589400

New York Professional Engineer License #090048

Pennsylvania Professional Engineer License #PE079847

Affiliations and Professional Associations

American Institute of Steel Construction – Professional Member

American Society of Civil Engineers – Member

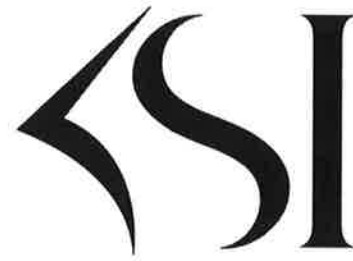
National Society of Professional Engineers – Member

International Code Council - Member

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Phone: 973.577.7739

P.O. Box 628
Farmingdale, NJ 07727
Phone: 732.938.2666



KSI CONSULTING ENGINEERS, LLC

Luis A. Rodriguez, CPD, LEED AP (Senior Partner)

Mr. Rodriguez has successfully designed and managed a wide variety of project types. Throughout his career, Mr. Rodriguez has been credited with many successful projects fostered from his engineering, project management and coordination. He focuses his engineering efforts on systems and technologies that are state-of-the-art in terms of energy efficiency and maintainability. He has applied this philosophy to such projects as high-tech laboratories, healthcare facilities, educational facilities and universities.

Education

- Brick Computer Science Institute – Computer Aided Drafting and Design
- Certified in Plumbing Design - American Society of Plumbing Engineers
- LEED Accredited Professional – US Green Building Council

Relevant Project Experience

Ocean City Lifesaving Station Phase II; Ocean City, NJ

Field Survey and construction documents for the interior renovation of the existing Lifesaving Station and adjacent Outbuilding. Overall square footage of the project is approximately 3,595 square feet. Project provided ventilation, heating, power and lighting as well as plumbing for the facility.

Van Wickle House Historic Structures Report; Franklin Township, NJ

Field survey and Mechanical, Plumbing and Electrical evaluation of this historic structure that covers approximately 4,200 square feet.

Lake Hopatcong Train Station Interior Renovation; Landing, NJ

Field survey and construction documents for the interior renovation of this 1,900 square foot historic train station to provide updated lighting, toilet facilities and HVAC all while working with the intent to maintain the historic feel of the facility. Facility serves as the Lake Hopatcong area through The Lake Hopatcong Foundation which runs the facility.

Wharton Lock Tender House Reconstruction; Wharton, NJ

Field survey and construction documents for the Restoration And Rehabilitation of the Lock Tenders House at Lock 2 East of the Morris Canal in Wharton, NJ. The reconstructed house will cover approximately 1,000 square feet. Work entailed providing new power and lighting to the facility as well as HVAC to permit year round use of the facility which is located adjacent to the reconstructed Lock 2 East.

Affiliations and Professional Associations

- National Standard Plumbing Code – Committee Member
- NJ Plumbing Sub Code Committee – Committee Member
- American Society of Plumbing Engineers – NJ Chapter Past President
- Member of the National Fire Protection Association



KSI CONSULTING ENGINEERS, LLC

Andrew Christie, LEED AP (Senior Partner)

Mr. Christie has successfully designed and managed a wide variety of project types. Throughout his career, Mr. Christie has been credited with many successful projects fostered from his engineering, project management and coordination. He focuses his engineering efforts on systems and technologies that are state-of-the-art in terms of energy efficiency and maintainability.

Education

- New Jersey Institute of Technology – BS Degree in Electrical Engineering Technology
- LEED Accredited Professional – US Green Building Council

Relevant Project Experience

Ocean City Lifesaving Station Phase II; Ocean City, NJ

Field Survey and construction documents for the interior renovation of the existing Lifesaving Station and adjacent Outbuilding. Overall square footage of the project is approximately 3,595 square feet. Project provided ventilation, heating, power and lighting as well as plumbing for the facility.

Van Wickle House Historic Structures Report; Franklin Township, NJ

Field survey and Mechanical, Plumbing and Electrical evaluation of this historic structure that covers approximately 4,200 square feet.

Lake Hopatcong Train Station Interior Renovation; Landing, NJ

Field survey and construction documents for the interior renovation of this 1,900 square foot historic train station to provide updated lighting, toilet facilities and HVAC all while working with the intent to maintain the historic feel of the facility. Facility serves as the Lake Hopatcong area through The Lake Hopatcong Foundation which runs the facility.

Wharton Lock Tender House Reconstruction; Wharton, NJ

Field survey and construction documents for the Restoration And Rehabilitation of the Lock Tenders House at Lock 2 East of the Morris Canal in Wharton, NJ. The reconstructed house will cover approximately 1,000 square feet. Work entailed providing new power and lighting to the facility as well as HVAC to permit year round use of the facility which is located adjacent to the reconstructed Lock 2 East.